

## Course

# PROJECT MANAGEMENT FOR NON-PROJECT MANAGERS

## About Course

More and more employees are getting promoted from within to become project managers. The assumption is that established employees are good project managers since they fully understand a company's products and how best to meet the quality and quantity requirements set forth by upper management. However, product knowledge is not enough.

In this course, those of you who are not professional project managers will learn the fundamentals of project management. You will learn how to incorporate established project management processes into the organization, making the most of your skills and experience and allowing employees to develop management and leadership skills from within.

## Who should attend

Associate project managers, project managers, IT project managers, project coordinators, project analysts, project leaders, senior project managers, team leaders, product managers, program managers, project team members, stakeholders, and senior managers who want to master project management

## Course Features

- Best practices of project management
- Manage the constraints of time, money, and schedules
- Conduct effective meetings
- Effectively plan a project from beginning to end
- Close a project

## Course Outline

- Project Management Fundamentals
- Transitioning into a Project Management Role
- Managing Projects within Organizations
- Project Management Overview
- Project Management Process Groups

- Initiating and Planning a Project
- Managing a Project
- Troubleshooting and Closing the Project
- Simulation

## Course Information

**Duration:**

14 Hours (2 Days)

**Earn:**

14 PDUs

**Delivery Method:**

Traditional Class

## Knowledge areas addressed

This course addresses all the knowledge areas included in the Project Management Institute's A Guide to the Project Management Body of Knowledge, (PMBOK® Guide) Sixth Edition.