



## Course Content

### Course Description:

In this course, you will cover: defining a project, project objectives and planning, project activities including activity analysis and activity estimation, project schedule development, CPM and PERT, project change control, fundamentals of cost estimating, organizational financial systems, measuring project performance & reporting project performance.

### Prerequisites:

Windows XP Level 1

### Topics:

#### Introduction

- About the Manual
- Setting Your Expectations
- Reviewing the Course

#### Defining the Project

- Project Participants
- Project Objectives and Planning

#### Activities and Dependencies

- Project Activities
- Activity Analysis
- Activity Estimation, Cost, Time
- Dependencies

#### Project Scheduling

- Schedule Deployment
- CPM and PERT

#### Project Change Control

- Project Change Control System
- Controlling Change

#### Financial Issues

- Fundamentals of Cost Estimating
- Organizational Financial Systems

#### Project Performance

- Measuring Project Performance
- Reporting Project Performance