



Basic Project Management

**Delivery Method:
Live Instructor
Based Online Session**



Why Us?

This Basic Project Management course is designed to develop a better awareness of what basic aspects related to project management entails.

The material covered will be based on best practices proposed by the Project Management Institute, PMI USA and will cover both traditional as well as agile approach to project management



- The 2 day virtual session shall be led by an experienced project management professional through a highly interactive session with the participants



- The participants will be exposed to key concepts relating to project management



- The interaction will be undertaken through a collaborative learning platform called **Miro** that will enable virtual, group-based discussions to be done remotely



- All session are to be recorded and shared with the participants post session



- Session to be conducted via Zoom platform



Delivery Method

The course will be delivered in Modular Form and participants may choose which modules to attend based on the contact hours listed below:

Module Name	Targeted Topics	Contact Hours
<div>Integrating Project Processes by planning and managing scope, budget and schedule</div> <div></div>	<ul style="list-style-type: none">○ Project Scope○ Project Budget○ Project Schedule	4
<div>Planning Managing Quality</div> <div></div>	<ul style="list-style-type: none">○ Project Quality○ Product Quality○ Process Quality	4
<div>Stakeholder, Resource and Communications management</div> <div></div>	<ul style="list-style-type: none">○ Stakeholder Management○ Resource Management○ Communications Management	8



Key Focus Areas

Terminal Objective

Plan and Manage
Project Scope,
Budget and
Schedule

- To appreciate the importance of applying established best practices for scope, cost and schedule management as well as maintaining the delicate between them

Stakeholder,
Resource and
Communications
Management

- To develop skillsets required to manage people issues when dealing with projects to enable collaborative efforts through effective communication to manifest during project execution

Plan and Manage
Quality

- To engage effectively with clients in order to establish existing client journey experience and seek ways to propose desired client journey experience that will add value to the service provider as well as the service recipient.



Course Content



Plan and Manage Project Scope, Schedule and Budget

- Plan and Manage Project Scope in accordance with best practices
- Plan and Manage Project Schedule to ensure project completion occurs within the stipulated time
- Plan and Manage Project Cost to ensure project costs do not exceed funding allocated for the project
- Maintain the intricate balance between scope, cost and schedule

Stakeholder, Resource and Communications Management

- Build a high performance team able undertake all associated activities needed for successful completion of a project
- Develop and execute effective communication systems that ensures timely, accurate and relevant information flows are maintained throughout the project life cycle



Course Content

Stakeholder, Resource and Communications Management

- Manage expectations and enhance engagement levels with stakeholders to facilitate realization of project objectives

Plan and Manage Quality

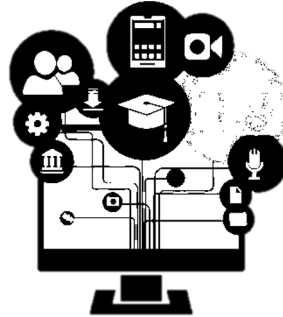
- Developing a Plan for an interactive discussion session that seeks to discover the expected expectations and priorities of customers for the product / services offered.
- Clarifying/Confirming existing process based requirements based on standards and compliance requirements
- Leading the discussion to understand the overall project success criteria to enable the project objectives to be identified and met within the stipulated time and cost constraints



3 Components Session

Pre-Session Support

- Pre-reading Materials
- Provision of video clips
- Survey



Virtual Training Session

- 2-day virtual training



Post-Session Support

- Follow up coaching support



Facilitator's Profile



Dr. Rumesh Kumar is a:

- Certified Professional Trainer;
- Project Management Professional (PMP)
- PMI-Agile Certified Practitioner (PMI-ACP)
- Scrum Master, Product Owner and Developer Certified
- Certified Agile Coach
- Certified Knowledge Manager (CKM)

He is the Senior Regional Consultant for Denison Consulting and is affiliated with MDI Management Development GmbH. He specializes in the areas of project management and knowledge management.

Project Management Based Training

He has taught Project Management as a course in the Heriot Watt University MBA programs, and has guided over 300 participants in obtaining their PMP certification. He also conducts non-certification based project management training courses such as project planning, basic project management, complex project management, stakeholder management and risk management for organizations such as Western Digital, the Employee's Provident Fund (EPF) and the Public Works Department (JKR).

Project Management Based Consulting

Dr. Rumesh is presently involved in undertaking post project reviews, performance improvement and competency assessment in various projects and as well as organizational culture profiling for senior managers in different organizations.

He has assisted many organizations in developing project management tools and customised methodologies. He also specializes in providing consulting services such as organizational diagnostic assessments, competency assessment, cultural and leadership profiling as well as continual productivity improvement.



Course Fees

The course fee is fully claimable via the following governmental scheme:-

- HRDF SBL Khas / HRD Corp Claimable Course

Normal Price (RM)	Early Bird Price (RM)
RM 2,900	RM 2,400

[*Prices indicated above do not include 6% SST Tax]



Testimonials from Students

What they say about us:

"A very useful course."

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"Very well organised and conducted in a very effective manner considering it being virtual."

.....

"Tutorial to Miro beforehand would be useful!"

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"Facilitator managed time well. Any clarifications were provided promptly by course organizers."

.....

"Given the virtual environment, the trainer really excelled kept the group engaged while clearly and concisely teaching the content."

.....

"Miro was well designed! Certain group discussions require more time; especially the ones requiring two frames".



Contact Details



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