



Effective  
Human  
Intervention  
LEADERS IN TRAINING

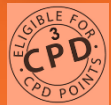
# Project Management Introduction

*Including the effective use of Artificial Intelligence*

Your ability as a project manager to demonstrate best practices in project management – both on the job and through professional certification – is becoming the standard to complete in today's fast-paced and highly technical workplace.

This course expands upon the basic concepts of project management you discovered in the Project Management Fundamentals course and offers a job-related approach to successful project management across application areas and industries.

Recognised for Continuing  
Professional Development  
(CPD) by SAAMA in accordance  
with ECSA guidelines



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# Project Management Introduction

## COURSE OBJECTIVE:

You will apply the generally recognized practices of project management acknowledged by the Project Management Institute (PMI®) to successfully manage projects. This will include the effective use of Artificial Intelligence tools in keeping with all processes in the PMBOK.

## PERFORMANCE-BASED OBJECTIVES

Upon successful completion of this course, students will be able to:

- Initiate a project
- Plan project work
- Develop project schedules, cost estimates, and budgets
- Plan project quality, staffing, and communications
- Analyse project risks
- Plan project procurement
- Execute project work
- Monitor and control project work
- Monitor and control project schedule and costs
- Monitor and control project quality, staffing, and communications
- Monitor and control project risks and contracts
- Close the project



## CUSTOMISED VIRTUAL TRAINING AND/OR IN-HOUSE TRAINING

If you wish to organize a Virtual Instructor Led Training session or In-House session for your organization, we will custom design a session that will help you achieve your desired learning goal. The main advantage of custom designed VILT, in addition to being significantly cost effective, is that they address topics specifically related to the needs of your organization. To discuss the possibility of designing and conducting such a session or In-House training session, contact us on 021 979 5891 or [callie@ehiafrica.co.za](mailto:callie@ehiafrica.co.za) for a comprehensive quotation.

## ABOUT YOUR FACILITATOR

Karl von Buddenbrock has trained in the Corporate and Government spheres for 20 years and prior to that, lectured Degree programs for the University of the Witwatersrand. He has designed and lectured courses for institutions such as the South African Institute of Civil Engineers, CSIR, PSG, Office of the State President, the Constitutional Court of South Africa, the High Court of South Africa, and the Gauteng Legislature, amongst others.

During the past three years Karl has integrated Artificial Intelligence into all his educational programmes.

## BENEFITS

- Participation in an interactive workshop
- Learn from a recognised expert with cross industry experience
- Comprehensive course documentation
- **Immediate implementation in the workplace**
- **Accredited to gain 3 CPD points by SAAMA**

## WHO SHOULD ATTEND?

This course is designed for inexperienced project managers who desire to increase their project management skills and apply a standards-based approach to project management.

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## COURSE CONTENT – 3 DAYS

### Lesson 1: Initiating a Project

- Apply Project Management Processes
- Create a Project Charter
- Develop a Draft Project Scope Statement

Artificial intelligence tools. Use artificial intelligence to help:

- Create a Project Charter or Business Case**
- Define Project Scope and Feasibility**
- Identify Stakeholders and Appoint Team Members**
- Conduct Project Kickoff Efforts**

### Lesson 2: Planning Project Work

- Develop a Project Management Plan
- Create a Scope Management Plan
- Create a Scope Statement
- Develop a Work Breakdown Structure (WBS)

Artificial intelligence tools. Use artificial intelligence to help:

- Scope Planning and Definition**
- Work Breakdown Structure (WBS) Creation**
- Resource Allocation and Scheduling**
- Risk Management Planning**

### Lesson 3: Developing Project Schedules, Cost Estimates, and Budgets

- Create an Activity List
- Create a Project Network Diagram
- Estimate Activity Resources
- Estimate Activity Durations
- Identify the Critical Path
- Develop a Project Schedule
- Estimate Project Costs
- Establish a Cost Baseline

Artificial intelligence tools. Use artificial intelligence to help:

- Develop effective activity lists prior to WBS creation**
- Provide logical steps for the creation of an appropriate schedule**
- Use the four accepted methods of estimation for costs**
- Generate a flow diagram in preparation of a network diagram**

### Lesson 4: Analysing Risks and Planning Risk Response

- Create a Risk Management Plan
- Identify Project Risks and Triggers
- Perform Qualitative Risk Analysis
- Perform Quantitative Risk Analysis
- Develop a Risk Response Plan

Artificial intelligence tools. Use artificial intelligence to help:

- Help identify and assess risk**
- Develop sensible risk Response Strategies**
- Conduct Scenario Analysis and Contingency Planning**
- Provide pointers for effective monitoring and Adaptation**

### Lesson 5: Executing Project Work

- Project Plan Execution
- Perform Quality Assurance
- Develop the Project Team
- Distribute Project Information
- Request Seller Responses
- Select Sellers

Artificial intelligence tools. Use artificial intelligence to help:

- Provide task Management and Reminders**
- Constantly conduct risk Assessment and Mitigation**
- Recommend resource Allocation and Optimization**
- Assist with communication and Stakeholder Engagement**

### Lesson 6: Monitoring and Controlling Project Schedules and Costs

- Schedule
  - Control the Project
- Control Project Costs
  - Perform Quality Control
  - Manage Project Team
  - Report Project Performance
  - Manage Stakeholders

Artificial intelligence tools. Use artificial intelligence to help:

- Keep the project within the original scope as defined in the scope statement**
- Take corrective action with encroaching scope creep**
- Suggest implementations for the PMIS (Project Management Information System)**
- Suggest metrics and methods for quality control**

### Lesson 7: Closing the Project

- Close a Project
- Close a Contract

Artificial intelligence tools. Use artificial intelligence to help:

- Compile a summary of all lessons learned during the project**
- Compile agendas and minutes for the meetings required**
- Keep a record of communication with all stakeholders**
- Automate a checklist for all end of project procedures**