



An Educate 360 Brand

Project Management Essentials 2-day Course

Enter the world of Project Management
by acquiring the core skills of the role



velopi.com | info@velopi.com

Course Overview

Project Management Essentials

Velopi's Project Management Essentials course provides you with a foundation in professional project management principles.

Based on the Project Management Institute's Guide to the Project Management Body of Knowledge (PMBOK® Guide), you will be taken through the entire project lifecycle and will be introduced to the knowledge areas needed to manage any project effectively.

Using a case study, you will complete the necessary steps to plan a project scope and schedule comprehensively.

You will learn how to identify and manage risks and how to manage stakeholders' expectations via communication.

On completion, you will be familiar with key project management terminology and have the tools and techniques needed to manage your own projects.



2 days



Tutor on call



Certificate of
completion

For whom is this course suitable?

This Project Management Professional training course is aimed at individuals who need to strengthen their project management skills. It is especially suitable for people new to Project Management or project team members who need to interact more effectively with the Project Manager and Project Stakeholders.



I started my training with a 2 day course in the Essentials of Project Management. Since then, I have Velopi's project management training workbook here by my side as I work. The course was brilliant. I thought the Velopi Trainer was great, not only in the vast amount of experience and knowledge he brought, but his passion for project management really animated our learning."

Ann Heffernan, Tyndall Institute

Learning Objectives

- Identify and define the key project phases
- Learn essential project management skills, concepts, tools and techniques
- Identify project stakeholders and map project deliverables to their needs
- Define and develop the project scope statement and Work Breakdown Structure
- Estimate project resources and duration
- Be able to schedule project tasks and develop a project schedule
- Manage the execution of the project and provide status reports to stakeholders
- Manage and control any changes required or requested
- Successfully close out a project
- Determine what lessons can be learned

Course Description

Enter the world of project management by acquiring the core skills of the role.

Become confident in managing a complex project by learning how to integrate its conflicting facets into a manageable entity.

Course Content

Introduction to Project Management fundamentals

- Project Initiation
 - Project Charter
 - Identifying stakeholders and their needs
- Project Planning
 - Scope statement
 - Work Breakdown Structure
 - Estimation of resources and durations
 - Developing timelines and schedules
 - Plan communications
 - Risk management
- Project Execution
- Project Monitor & Control
 - Change control
 - Status reporting
- Project Closing
 - Review

Virtual classroom Training via Zoom™

- ✓ Attend from anywhere
- ✓ Interact with your trainer and your peers via breakout rooms
- ✓ Apply PM Tools & Techniques to your own project



Certification

Upon full attendance, learners will receive a digital certificate of completion.

Are there more advanced courses available?

If you need a more advanced course at this stage of your career, then you might be interested in these courses:

- QCI Certificate in Project Management
- Certified Associate in Project Management
- Applied Project Management



► About us

Trusted by the best in the industry

We focus 100% on Project Management. For over 14 years, Velopi have provided training and support to both individuals and businesses – including some of the world's largest companies to develop high performance project managers and organisations.

► Key Features

Our instructors are certified Project Management Professionals (PMPs)[®] with decades of experience in Project Management in local and international markets.

We are a Project Management Institute (PMI)[®] Authorized Training Partner (ATP).

We are a registered provider under QQI (Quality and Qualifications Ireland).

We also partner with University College Cork to deliver the Masters in Project Management.

We are the training provider for a number of Skillnets.



Experts in Project Management

Velopi offers project management training courses in Live and Virtual classrooms all over the world.

Talk with our team of Experts!



8,397
Professional
Careers Supported
to date



Seamus Collins | Managing Director & Founder
Seamus Collins has led Velopi since he founded the company in 2007. He has developed Velopi into an internationally recognised specialist in Project Management that's helped hundreds of companies accelerate their growth.



John Farrell | Senior Training Consultant

An excellent communicator, John has a proven track record of delivering training and consultancy to a range of companies across the Telecommunications, Finance, IT and Life Science sectors.



Michael Muldoon | Training Consultant

A learning and development professional for the past 10 years, consulting with a variety of well-known and successful organisations, Michael holds two Masters degrees, MA Learning & Development and MSc Project Management.

“

Velopi helped us achieve our first objective – gaining a high-level overview and common understanding of project management across the Team. We found the learning particularly useful in examining the versatility of our product and methodologies to meet our customer needs.”

teamwork.

Aisling Creedon
Team Lead, Enterprise
Customer Success,
Teamwork

“

The big benefit for us is bringing unity, structure and consistency in how we work and communicate as a Team. When we present and report to our internal and external stakeholders, we can now give a clear simple picture of how we are executing against our baseline.”

**Boston
Scientific**

Tomás Barry
Senior Project Manager,
Boston Scientific

Trusted by the best in the industry



velopi

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Set your career on the right course
www.velopi.com



+353 1 285 0055
+353 21 240 6250
info@velopi.com
www.Velopi.com
7A Kinsale Commercial Park
Kinsale, Co Cork, P17PW40 - IE



QQI AWARD



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