

Effective Vendor Management

Duration: 1 Day Course Code: GK2959

Overview:

Maximize the success of your vendor relationship-and the success of your project. Your relationship with your vendors can often make or break a project baseline. In this short course, you will learn best practices for managing the vendor relationship from initiation to close, including documenting requirements, negotiating contract terms, and evaluating proposals. You'll learn how and why to establish clearly defined roles and responsibilities between you and your vendors.

This virtual short course, specifically designed to give you a quick convenient way to renew and refresh your project management skills, maintain your Project Management Professional (PMP)® certification, and earn PDUs on your own time, at your own pace.

Virtual short courses do not include materials or headsets.

PMP is a registered mark of the Project Management Institute, Inc.

Target Audience:

PMP-certified project managers, IT project managers, project coordinators, project analysts, project leaders, senior project managers, team leaders, product managers, program managers, project sponsors, and project team members who want to continue to develop their skills and renew their PMP certification.

Objectives:

- | | |
|---|----------------------------|
| ■ The importance of the vendor contract | ■ Vendor management plan |
| ■ Vendor communication planning | ■ Vendor contract closeout |
-

Prerequisites:

- There are no prerequisites for this course.
-

Follow-on-Courses:

- IT Risk Management
 - Program Management
 - Requirements Development, Documentation, and Management
-

Content:

- | | | |
|--|--|------------------------------|
| ■ Establishing the vendor relationship | ■ Documenting the vendor communication plan | ■ Dealing with vendor issues |
| ■ Creating the vendor management plan | ■ Managing vendors throughout the project life cycle | ■ Vendor contract closeout |
-

Further Information:

For More information, or to book your course, please call us on Head Office 01189 123456 / Northern Office 0113 242 5931

info@globalknowledge.co.uk

www.globalknowledge.com/en-gb/

Global Knowledge, Mulberry Business Park, Fishponds Road, Wokingham Berkshire RG41 2GY UK