CompTIA Project+

Duration: 5 Days **Course Code: G011** **Version: PK0-005** **Delivery Method: Company Event**

Overview:

Master practical project management skills and take your first step toward a recognized certification and career growth.
CompTIA Project+ is a five-day, instructor-led course designed to provide delegates with the essential knowledge and skills required to manage projects effectively or to be a valued, high-performing member of a project team. This entry-level project management certification validates core capabilities in managing projects, timelines, budgets, and team communication. It demonstrates professionals' ability to plan, execute, and deliver projects on time and within scope, while ensuring strong communication and efficient resource management.
With the global economy projected to require 25 million new project management professionals by 2030, CompTIA Project+ is an ideal starting point for individuals pursuing roles such as project coordinator or project manager. The course delivers a solid foundation for building a successful career in this dynamic, high-demand field across a wide range of industries.

Company Events

These events can be delivered exclusively for your company at our locations or yours, specifically for your delegates and your needs. The Company Events can be tailored or standard course deliveries.

Target Audience:

- Individuals in various job roles who are involved in leading, managing, and participating in small to medium scale projects.
- Individuals seeking a structured introduction to project management fundamentals and best practices
- Professionals involved in planning, coordinating, or delivering small to medium scale projects across any industry
- Project Coordinators and aspiring Project Managers
- Team members who contribute to project activities and outcomes
- Senior Managers, Directors, and Team Leaders responsible for project oversight and execution

Objectives:

- After completing the course, you will be able to:
- Identify the fundamentals of project management.
- Perform the pre-project setup.
- Initiate a project.
- Plan project strategies.
- Develop project schedules.
- Plan project staffing, communication, and quality.
- Plan project risk management.
- Plan project costs.
- Plan project procurements.
- Plan for change management and transitions.
- Manage project execution.
- Manage project procurement.
- Control project performance.
- Monitor and control the triple constraints.
- Monitor project risks and procurements.
- Perform the project closure processes.

Prerequisites:

Recommended:

- Familiarity with project based work, including participation in or support of projects, ideally with some hands on experience in an IT or business context

Testing and Certification

Recommended as preparation for exam(s):

- This course is recommended for the preparation for the newest CompTIA's IT Project+ Certification exam PK0-005

Content:

1-EXPLORING PROJECT MANAGEMENT FUNDAMENTALS

- Examine the Basics of Project Management
- Describe the Project Life Cycle
- Examine Organizational Influences on Project Management

2-PERFORMING THE PRE-PROJECT SETUP

- Create a Project Concept Definition Statement
- Examine Project Selection
- Determine Strategic and Operational Relevance
- Perform Project Feasibility
- Determine Technical Requirements

3-INITIATING A PROJECT

- Prepare a Project Statement of Work
- Create a Project Charter
- Identify Project Stakeholders

4- PLANNING PROJECT STRATEGY

- Identify Elements of the Project Management Plan and Subsidiary Plans
- Determine Stakeholder Needs
- Create a Scope Statement
- Develop a Work Breakdown Structure

5- DEVELOPING THE PROJECT SCHEDULE

- Create an Activity List
- Create a Project Schedule Network Diagram
- Identify Resources
- Estimate Time
- Develop a Project Schedule
- Identify the Critical Path
- Optimize the Project Schedule
- Create a Schedule Baseline

6-PLANNING HUMAN RESOURCES, COMMUNICATION, AND QUALITY

- Create a Human Resource Plan
- Create a Communications Management Plan
- Create a Quality Management Plan

7- PLANNING PROJECT RISK MANAGEMENT

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

8-PLANNING PROJECT COSTS

- Estimate Project Costs
- Estimate the Cost Baseline
- Reconcile Funding and Costs

9- PLANNING PROJECT PROCUREMENTS

- Plan Project Procurements
- Prepare a Procurement Statement of Work
- Prepare a Procurement Document

10 - PLANNING FOR CHANGE MANAGEMENT AND TRANSITIONS

- Develop an Integrated Change Control System
- Develop a Transition Plan

11 - MANAGING PROJECT EXECUTION

- Direct Project Execution
- Execute a Quality Assurance Plan
- Assemble a Project Team
- Develop a Project Team
- Manage a Project Team
- Distribute Project Information
- Manage Stakeholder Relationships and Expectations

12 - MANAGING PROJECT PROCUREMENT

- Obtain Responses from Sellers
- Determine Project Sellers

13 - CONTROL PROJECT PERFORMANCE

- Monitor and Control Project Work
- Manage Project Changes
- Report on Project Performance

14 - MONITOR AND CONTROL THE TRIPLE CONSTRAINTS

- Control Project Scope
- Control Project Schedule
- Control Project Costs
- Manage Project Quality

15 - MONITORING PROJECT RISKS AND PROCUREMENTS

- Control Project Risks
- Managing Vendors and Procurements

16-PERFORMING THE PROJECT CLOSURE PROCESSES

- Deliver the Final Product
- Close Project Procurements
- Conduct a Closeout Meeting
- Close a Project

Further Information:

For More information, or to book your course, please call us on 00 20 (0) 2 2269 1982 or 16142

training@globalknowledge.com.eg

www.globalknowledge.com/en-eg/

Global Knowledge, 16 Moustafa Refaat St. Block 1137, Sheraton Buildings, Heliopolis, Cairo