



BUILDING TRAINING SOLUTIONS
FOR THE IT WORLD

IT Project + Certification

Number of Days: 4

Format: Instructor-Led

Class Code: ITP+

Recommended Course Sequence

Knowledge of prerequisites
noted below.

*Course content is subject to change
without notice.*

Course Description:

CompTIA's Project+ certification training course is a globally recognized project management certification that provides validation of fundamental project management skills. The Project+ Certification confirms a project manager's knowledge of the entire project life cycle, from initiation and planning through execution, acceptance, support and closure. The CompTIA Project Plus training course measures the necessary competencies for all project managers, particularly in the IT industry. Students will learn the knowledge and skills necessary to complete projects on time and within budget, and learn a common project management terminology used throughout the industry.

Target Student:

This course is designed for students who are new to project management in IT, or who are IT professionals starting to work as project managers in the field.

Prerequisites:

Before attending this course, students must have.

- Project Management Fundamentals.
- A basic working knowledge of Microsoft Office Project.

Delivery Method:

Instructor led, group-paced, classroom-delivery learning model with structured hands-on activities.

Course Objective:

You will define the IT specific challenges of project management, and methods to avoid common pitfalls.

Course Outline

Lesson 1: Project Initiation: Discovery and Analysis
<ul style="list-style-type: none">■ Creating a Project Concept Definition.■ Defining Business and Functional Requirements.■ Define Technical Requirements.■ Strategic and Operational Relevance.■ Assessing Project Feasibility.■ Perform Risk Assessment.
Lesson 2: Project Initiation: Estimating
<ul style="list-style-type: none">■ Construct a Formal Estimate.■ Create Time Estimates.■ Create Cost Estimates.

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Lesson 3: Project Initiation: Framing the Project
<ul style="list-style-type: none">■ Managing Change.■ Writing the Scope Statement.■ Writing the Project Charter.■ Writing a Statement of Work (SOW)
Lesson 4: Project Planning: Laying the Foundation
<ul style="list-style-type: none">■ Setting Expectations for the Planning Process.■ Decomposing a Work Breakdown Structure (WBS)■ Creating a Network Diagram.■ Identify and Analyze the Critical Path.■ Creating Project Schedules.■ Creating Project Budgets.
Lesson 5: Project Planning: Developing the Plan
<ul style="list-style-type: none">■ Develop Resource Management Plan.■ Develop a Risk Management Plan.■ Develop a Quality Management Plan.■ Develop an Operational Transfer Plan.■ Develop a Communication Plan.■ Compile a Comprehensive Project Plan.
Lesson 6: Project Planning: Building the Team
<ul style="list-style-type: none">■ Assemble the Project Team.■ Building and Supporting the Team.■ Developing the Team.
Lesson 7: Project Execution: Monitoring and Managing
<ul style="list-style-type: none">■ Monitor the Project Iteratively.■ Calculate Earned Value.■ Execute Schedule Updates.■ Execute Budget Updates.■ Managing the Critical Path.■ Managing the Project Team.■ Managing Project Quality.■ Managing Vendors.
Lesson 8: Project Control: Managing Chaos
<ul style="list-style-type: none">■ Interpreting Control Techniques..■ Mitigating Scope Creep.■ Managing Variances.
Lesson 9: Project Closure: Tying Up Loose Ends
<ul style="list-style-type: none">■ Managing Documentation.■ Managing the Operational Transfer Plan.■ Write Project Closure Report.■ Obtain Final, Formal Sign-off.■ Document Lessons Learned.■ Managing Administrative Closure.