



CASPER & DAVIS

unlock your future in IT

# Project Management Brochure



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@casperanddavis

## Course Overview

Our Project Management course is meticulously designed to provide participants with hands on experience and a profound understanding of managing projects. The course entails;

### In depth 2 day face to face or virtual coaching session

Embark on a transformative learning journey with our intensive 2 day coaching session, available both in face to face and virtual formats. Led by expert tutors, this immersive experience delves into the core principles that under pins project management.

Whether you choose in-person or virtual participation, the session is meticulously designed to establish a strong foundation, ensuring a thorough grasp of the essential concepts that drive effective project management.



LEARN  
BY  
DOING

### Real world application on a 3 month work experience placement

Armed with a solid understanding of the core principles, our learning journey transcends theory, venturing into real-world application. Our Project management programme goes beyond the confines of the classroom, extending to a hands on, 3 month work experience placement. Throughout this period, participants have the opportunity to actively engage in a live project, applying the acquired skills and principles in a practical setting. This invaluable experience not only hones their abilities but also enables them to build a portfolio of tangible achievements, ensuring a comprehensive and impactful learning experience.

## Dedicated support throughout your journey

Our dedication to ensuring your success extends beyond the training sessions. We offer unwavering support at every phase of your journey.

SUPPORT AT EVERY STAGE OF YOUR  
JOURNEY



- **CV review:** Elevate your resume with the expertise of our seasoned team. We are committed to helping you craft a compelling CV that showcases your newly acquired Project management skills, ensuring you stand out in today's competitive job market.
- **Interview preparation:** Excel in your job interviews with our specialized guidance. Engage in mock interview sessions where we provide valuable insights and tips to boost your confidence and enhance your overall performance.
- **Mentorship:** Experience continuous mentorship throughout and beyond your training. Our seasoned professionals are dedicated to guiding you through challenges, sharing invaluable industry insights, and assisting in shaping your career path.
- **Post training support:** The learning journey extends beyond the course conclusion. We remain committed to supporting you during the transition from training to practical application by integrating you into our network of professionals and furnishing you with the latest news in the field of Project management.

## Course outline

Our Project management course is designed to equip participants with hands on experience and skills in the management of projects.

1

### INTRODUCTION

IT projects explained  
What is project management  
What is a project  
Project make up  
Project lifecycle



2

### FRAMEWORK

Delivery framework  
Waterfall model  
Agile model  
Agile vs Waterfall



3

### PLANNING MANAGEMENT

PM triangle  
*(Scope, Cost, Time, Quality)*  
Project planning  
Critical Path



4

## COMMUNICATIONS MANAGEMENT

Who is a stakeholder  
Stakeholder identification  
Stakeholder analysis  
Stakeholder management  
Communications approach  
Common PM reports



5

## RAID MANAGEMENT

RAID  
Risk management  
Assumptions  
Issues management  
Dependencies



6

## BUDGET MANAGEMENT

Forecasting  
Capital expenditure fund  
Operational expenditure fund  
Budgeting  
Actuals tracking



7

## RESOURCE MANAGEMENT

Resource planning

Resource allocation

Resource tracking and monitoring

Vendor management

Statement of work



## Who is this course for?

Our course cater to individuals seeking a career change and aiming to enter the field of Project Management.

No prior IT background or experience is necessary, as we provide a comprehensive introduction to this discipline from the ground up.

While there are no formal prerequisites for enrolling into this course, a fundamental grasp of business operations and projects can be advantageous.



SO WHY DONT YOU SECURE YOUR  
PLACE NOW AND UNLOCK YOUR  
FUTURE IN IT!