Project Management Courses

Eligible for SSG Cat-B Funding, SkillsFuture Credit, WTS Scheme and UTAP Funding

Project Management Fundamentals (SF)

COURSE OVERVIEW

Projects and Project Management works involve a team of people contributing their diverse individual expertise towards achieving a common objective or goal. As the goal of a project is the coordination of an organisation's resources and aggregate effort of its contributors, the success of a project relies largely on the ability of its team members to work together towards the common goal.

This one-day programme is designed to present an introductory-level knowledge of project management practices to non-project specialists to enable the learning of project management practices without the overwhelming jargons of a formal project management framework. Upon completing this course, participants will be well-placed to attend the Certified Associate in Project Management (CAPM)® course that will present the Project Management Framework and methodology of the Project Management Institute (PMI)®, USA.
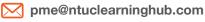
COURSE OBJECTIVES

- Demonstrate an understanding of projects and project management works
- Work with certified Project Management Professionals
- Enhance their specialist works by contributing more effectively to projects
- Start, build or advance their careers in project management

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Certified Associate in Project Management (CAPM)® (SF)

COURSE OVERVIEW

This three-day course is a valuable entry-level certification for project practitioners. PMI®'s Certified Associate in Project Management (CAPM)® is designed for those with little to no project experience. The CAPM® demonstrates your understanding of the fundamental knowledge, terminology and processes of effective project management.

Whether you are new to project management, or already serving as a subject matter expert on project teams, the CAPM® can get your career on the right path or take it to the next level.

We are a Registered Education Provider (R.E.P.) for Project Management Institute (PMI)®, USA and our Provider ID is 3163.

COURSE OBJECTIVES

- Understand Project Management Institute's (PMI)® approach to project management
- Be familiar with all sections of "A Guide to the Project Management Body of Knowledge" (PMBOK® Guide)

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Project Management Professional (PMP)® (SF)

COURSE OVERVIEW

The PMP® designation is recognized worldwide as the standard of the profession, attesting to one's core knowledge and understanding of critical Project Management concepts, principles and techniques. Certification sets Project Management Professionals apart from the crowd. This five-day programme is designed to assist participants' understanding of PMI® standards for Project Management to prepare the participants for PMP® certification exam.

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COURSE OBJECTIVES

- Be responsible for all aspects of the project for the life of the project
- Lead and direct cross-functional teams to deliver projects
- Demonstrate sufficient knowledge and experience to apply a methodology to projects
- Complete work on time and on budget in an environment which reinforces alignment with organisational strategy
- Start, build or advance their careers in project, program and portfolio management

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Agile and Scrum Fundamentals (SF)

COURSE OVERVIEW

- Agile is the buzz word in the industry as of now for Project Management. This methodology describes how to embrace change. The main advantage of Agile is working on the customers changing requirements and bringing value to the organisation
- The purpose of this one day Agile and Scrum Foundation is to enable the professionals to know how to deliver incrementally and iteratively and what is the advantage of using Agile over traditional approach

COURSE OBJECTIVES

- Understand Agile Framework
- Understand Agile Methodology
- Understand SCRUM Methodology
- Understand Project Management in the modern way

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PMI Agile Certified Practitioner (PMI-ACP)® (SF)

COURSE OVERVIEW

PMI-ACP recognizes knowledge of Agile principles, practices, tools and techniques across Agile methodologies. If you already use Agile practices or your organisation is adopting Agile methods, earning the PMI-ACP certification will demonstrate your knowledge of and commitment to this rapidly growing approach to project management.

This three days course is designed to train students to be effective project managers using Agile methodologies by imparting students with the ten tools and techniques and 43 knowledge and skills areas. By engaging in these concepts, exercises, discussions and real world examples, students will better understand Agile project management.

Before preparing students for the examination, the course also fulfills the PMI requirement of 21 contact hours which students need to have before applying for the PMI- ACP Certification examination.

We are a Registered Education Provider (R.E.P) for Project Management Institute (PMI), USA and our provider ID is 3163.

COURSE OBJECTIVES

- Agile development lifecycle end to end with real world examples
- Compare Agile development practices to the traditional approaches for project management

- Agile Methodologies (Scrum, XP, Kanban and Lean)
- Build self-organising high performing teams
- Real world techniques for planning, estimating and prioritising requirements in an Agile way
- Engage your business customers and delight them through early and frequent delivery of value
- Gather requirements through visoning, product road mapping, collaborating, brainstorming, defining high level user stories (Epics) and defining acceptance tests
- Key Agile Project management processes of release planning, iteration planning, iterations monitoring and meetings, along with other factors such as prioritisation using different techniques
- Create effective visible Agile tracking reports using burn downs, burn up etc
- Understand advanced topics such as scaling Agile to large projects, distributed teams and lean portfolio management
- Prepare participants to pass the PMI Agile Certified Practitioner PMI-ACP examination

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Managing Projects with Microsoft Project (SF)

COURSE OVERVIEW

This three-day instructor-led course is intended for individuals who are interested in expanding their knowledge base and technical skills in Microsoft Project. The course begins with basic concepts and leads students through all the functions of Microsoft Project. They will need to plan and manage a small to medium-size project, including how to level resources and capture both cost and schedule progress.

COURSE OBJECTIVES

- Understand the discipline of project management
- Create a Work Breakdown Structure (WBS)
- Identify task types and relationships
- Define resources within Project
- Make Work Package estimates
- Create an initial schedule
- Create a resource levelled schedule
- Create Projects from templates and Excel files
- Create global templates

- Create formulas and graphical indicators
- Know the steps to record a macro
- Format output and print reports
- Integrate multiple Projects
- Set up a Project with a calendar, start date, and scheduling method
- Understand Manual Schedule vs. Auto Schedule
- Manage multiple projects
- Create a master project list with shared resources

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IT Service Management Courses

ITIL® Foundation Certificate in IT Service Management (SF)

COURSE OVERVIEW

IT Infrastructure Library (ITIL®) is the most widely accepted approach to IT service management in the world. ITIL® is a best practice framework that has been drawn from both the public and private sectors internationally. It describes how IT resources should be organised to deliver business value, documenting the processes, functions and roles of IT Service Management (ITSM).

This three-day course will certify the candidate with an ITIL® Foundation Certificate in ITSM, which indicates that the candidate has gained knowledge of the ITIL® terminology, structure and basic concepts and has comprehended the core principles of ITIL® practices for Service Management.

COURSE OBJECTIVES

- Use Service Management as a practice
- Understand service lifecycle
- Apply key principles and models
- Understand generic concepts
- Manage selected processes/ roles/ functions
- Understand ITIL® Technology and Architecture
- Prepare for ITIL® qualification scheme

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