

# Course Description

## Information Technology Project Management AMS134

28 Professional Development Units  
28 Education Hours

### Overview

Managing projects is a unique challenge in today's fast-paced, hurry-up-and-wait market. This challenge becomes more complex as we enter the Information Technology (IT)/Software Development environment. We, as project managers, can be successful simply by applying our basic project management skills. Our project goals and objectives do not change as time and budget become more critical measurements of success. These skills are crucial in recognizing the critical success factors and hidden risks that are part of this environment.



Many of us became information technology (IT) project managers for the first time at the water cooler and only after several experiences actually learned on the job to be project managers. We accidentally met our manager at the water cooler and were informed that we had been chosen to be the project manager of the new "ALPHA Project." It was too early to tell whether this would be a positive or negative impact on our careers. What we did know was that we were not at all prepared to be a project manager. If this is at all familiar to you, we can help you. This 4-day course is designed to take you from the "wanna be" IT project manager to an actual IT project manager.

This course provides a basic foundation for reviewing critical IT/Software Development areas and showing how project management tools and techniques are applied. Participants will appreciate the emphasis on the project life cycle and how its use provides the foundation for better project awareness and management. They will begin to see how the role of the Project Manager is both that of a manager as well as a leader, due to the increasing complexity of these projects.

### Learning Objectives

- Explain the project management life cycle
- Understand the relationship between the project management life cycle (PMLC) and various systems development life cycles (SDLC)
- Know how to choose between a linear versus an iterative approach to IT project management
- Define project requirements and expectations
- Know how to build an effective IT project team
- Understand the Work Breakdown Structure (WBS)
- Know how to use six ways to estimate task duration
- Know how to build an initial project schedule
- Know how to build a resource schedule
- Know how to compress the IT project schedule to meet deadline constraints
- Know how to schedule tasks and resources
- Know how to monitor and control a project
- Understand the steps to closing a project

**Format**

The format of the class is highly interactive and how-to oriented. Discussion of concepts and principles is followed by team exercises using a real project chosen by the attendees. The emphasis is on the practical application and adaptation of selected tools and processes to projects.

**Duration**

Four days

**Who Should Attend**

IT, Software Development Project Managers and Project Management Support Resources would benefit by taking this course.