

# Course Description

## Introduction to Technology Project Management AMS152

21 Professional Development Units  
21 Education Hours



### Overview

Technical skills and business knowledge are two of the key skills required to successfully deliver customers value and “payback” through the implementation of technology projects. The third key skill is how to effectively define, manage and measure a project’s requirements, scope, on-time delivery and success. On Scope, On Time and On Budget are core values on which success is measured. The success of the project lead is measured by how these values are delivered to the business.

This three-day course will provide you with a solid foundation on which to build the skills and expertise for managing projects within Information Technology projects – skills that ensure the delivery of value and positive economic impact to the business. In this course you will learn the principles of project management along with industry best practices for applying those principles. The course is designed to teach you project management skills with a focus on your customer. In later courses you will be applying many of these skills to different project situations.

### Learning Objectives

- Explain the project management life cycle
- Understand the difference between wants and needs
- Know how to negotiate and create a scope document based on needs
- Define functional requirements and customer expectations
- Understand the Work Breakdown Structure (WBS)
- Know several ways to build a WBS and how to choose the best approach
- Understand several to estimate task duration and how to choose the best approach
- Know how to build an initial project schedule
- Know how to build a basic resource schedule
- Know how to compress the project schedule to meet deadline constraints
- Understand the customer’s reasons for requesting changes and how to handle them
- Know how to schedule tasks and resources

### Format

This course is highly interactive and adaptive to class interests and needs. A lecture/discussion approach is used and is accompanied by individual and team exercises with team reports. For effective knowledge transfer and application, participants should bring a project of their own choice to work on.

### Duration

Three days

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**Who Should Attend**

Technology project managers, customer project managers, technology project team members and those who wish to gain the understanding of customer and project team integration would benefit by taking this course.