

Corporate Readiness Certificate.



SYLLABUS

Project Management the IBM Way

[25 h]

DESCRIPTION OF THE COURSE

The course will cover the essentials of PM Management methodologies and approach widely used in IT outsourcing industry. The basics will be covered with accordance to PMI (PMBOK) guidelines as well as IBM specific Project Management good practices developed internally and commonly used to support all of IBM customers.

REQUIREMENTS

- Fluent English in speech and writing
- Good communication skills
- Analytical thinking
- Knowledge of basic concepts of planning, monitoring and control skills
- Knowledge of business process modeling essentials

REQUIRED BACKGROUND

To successfully complete this course, attendee must participate in the courses and pass the final exam which consist of presentation prepared with the project management team and theoretical knowledge check.

PASSING CRITERIA

Theory test & project presentation

ADDITIONAL INFORMATION ON COURSE

IT Project Management services are covered by wide range of methodologies and standards developed over the years by: non-profit, commercial and government organizations. The most recognized set of good practices PMBoK (which is fundamental of WWPM) – methodology developed by IBM. Other standards related to Project Management are: PRINCE2, Agile-SCRUM.

CONTENT & LITERATURE

The trainers will use presentations and handbooks developed for the CRC academic initiative as well as printed case studies presenting real life examples.

TECHNICAL REQUIREMENTS FOR UNIVERSITY

Classroom

Projector

Whiteboard

Workshop room (movable rooms & chairs)

COURSE OVERVIEW

1. Corporate orientation & Introduction to PM skill set

- a. What is a project and project management?
- b. Why projects have to be managed?
 - i. Project/program/portfolio
 - ii. Projects vs. operations
 - iii. Project/program/ PMO roles and responsibilities within corporate context

iv. Finance aspect

2. Stakeholders management & collaborative tool

- a. Communication, negotiation, self-starting drive, leadership, roles and responsibilities
- b. Stakeholders management – process and techniques
- c. Presentation skills and collaboration tools (Trello, Mural, Slack)

3. Working in virtual environment

- a. Team conflicts and intercultural challenges – case study
- b. Virtual stakeholders – case study
- c. Teleconference in practice – case study

4. Change & Risk management in PM area

- a. Brief Presentation of the change and risk management process
- b. “Handle it!” - Case study

5. PM Methodology – team project + presentation

- a. Project Life Cycle
 - i. Initiation
 - ii. Planning
 - iii. Execution
 - iv. Monitoring & control
 - v. Closing
- b. Tools in Project Management
 - i. Practical knowledge of MS Project

6. Final exam

- a. Multiple choice test
- b. Presentation of prepared project (case study)