

CA PPM Education Project Management

PPM EDUCATION COURSE DESCRIPTION



ABSTRACT

These sessions will be an opportunity for your organization to gain a deeper understanding of industry standards around Project management and how to use CA PPM to define and track each aspect of your project from tasks and staff to budgets, actuals, and risks.

The agenda is organized into a logical sequence of modules designed to enable participants to be able to create, plan and track projects in CA PPM.

OBJECTIVES

This is a 2 day instructor led course that enables CA PPM project managers to plan, execute and closeout projects while adhering to project management processes and best practices.

The objectives of this course are to:

- Provide industry context for Project Management concepts and processes.
- Provide basic knowledge and skills in using CA PPM to create, plan, execute and manage projects.

KEY TAKE AWAYS

The key benefits provided to you through this training course are:

- Provide a framework to support Project Management Process regardless of methodology.
- Use of the CA PPM tool to establish project schedule, project budget, request project resources, raise risks and issues and manage changes to project scope.



COURSE CODE

EXCERS201610

PREREQUISITES

The pre-requisites for effective attendance on this course are:
CA PPM Fundamentals

COURSE PRESENTED BY:



CA PPM Education Project Management

PPM EDUCATION COURSE DESCRIPTION



TOPICS

Introduction and Review of Project Management Concepts

- What is Project Management?
 - Industry Context and Concepts
 - Best Practice Standards and Definitions
-

Project Intake and Initiation

- Creating a Project
 - Creating a Project from a Project Template
 - Converting an idea or an incident to a Project.
 - Define Project Scope and Establish Project Ownership
 - Define Project Properties including Scheduling, Risk and Budget Properties
 - Business Alignment and Priority
 - Identify Project Stakeholders and Participants
 - Define Project Dependencies
-

Project Initiation Ctd.

- Create the Project Team
- Add Resources and/or Roles
- Define Resource allocation and Capitalization%
- Create Project schedule
 - Create Project Tasks
 - Create Task Dependencies and constraints
 - Define Critical Path
 - Assign Resources to Tasks
 - Update Task ETC's
- Create Project Baseline

CA PPM Education

Project Management

PPM EDUCATION COURSE DESCRIPTION



Project Initiation and Planning

- Financially Enable Project
- Create Project Cost Plan
- Create Project Budget Plan
- Create Project Benefit Plan
- Establish and Manage Project hierarchies

Project Execution and Management

- Edit Project Tasks
- Manage project Tasks using Gantt view
- View project Actuals
- View Resource Utilization
- Review Project Estimates and revisit ETC
- Manage Requisitions
- Manage Resource Allocation
- Manage Project Allocations
- Why Task/Project Dates Change as Projects Execute
- Viewing time Recording for Team Members

Project Execution and Management

- Risk Management
- Issue Management
- Change Management and Tracking
- Status Reporting

Project Execution, Management and Closure

- Earned Value Management
- Manage Programs
- Project and Program Dashboards
- Viewing Project Financials and Actuals

CA PPM Education Project Management

PPM EDUCATION COURSE DESCRIPTION



- Cancelling a Project
- Closing a Project
- Deleting a Project

Other Related Topics

- Project collaboration, Actions and Discussions
- Project Document Manager
- Project/Program Reports
- Project Processes
- Project/Program Portlets