VCTP VETERANS CAREER TRANSITION PROGRAM

VET390 – PROJECT MANAGEMENT

MODULE DESCRIPTION:

This module is designed to provide a job related approach to project management and specifically as it relates to software development. Managing software projects requires knowledge of project management fundamentals and best practices as well as familiarity with the life cycles and processes involved in software development.

The module also prepares students for the Project Management Institute's Certified Associate in Project Management (CAPM) certification exam. Students with extensive work related project management experience might instead seek Project Management Professional (PMP) certification.

See additional exam information below.

Prerequisite Course: None

Upon completion of VET390 students should be able to:

- **Employ** fundamental project management skills
- **Recognize** software development life cycle (SDLC) models
- **Describe** professional project management and the ethical standards that guide the profession
- **Understand** the components of project initiation
- **Plan** project work
- **Develop** project schedules
- **Develop** cost estimates and budgets
- **Develop** project quality standards, resource needs, and communications
- **Understand** how to analyze risks and plan risk responses
- **Understand** how to monitor and control project work, schedules and costs
- **Understand** how to monitor and control project performance and quality
- **Identify** the Agile project management principals
- **Utilize** MS Project to manage projects
- **Utilize** the Scrum methodology to manage projects

MODULE CONTENT (SUGGESTED ORDER):

	Topic 1: Project Management Fundamentals: Fifth Edition - Aligned	Assessment Required?
1.1	**SS Course:** Managing Projects within Organizations (PMBOK Guide Fifth Edition) **(2.0 hrs)**	√
1.2	**SS Course:** Project Management Overview (PMBOK Guide Fifth Edition) **(1.5 hrs)**	√
1.3	**SS Course:** Project Management Process Groups (PMBOK Guide Fifth Edition) **(2.0 hrs)**	√
1.4	**SS Course:** Integrated Initiation and Planning (PMBOK Guide Fifth Edition) **(2.0 hrs)**	√
1.5	**SS Course:** Direct, Monitor, and Control Project Work (PMBOK Guide Fifth Edition) **(1.5 hrs)**	√
1.6	**SS Course:** Controlling Changes and Closing a Project (PMBOK Guide Fifth Edition) **(1.0 hr)**	√
1.7	**SS Course:** Capturing, Analyzing, and Managing Lessons Learned **(1.5 hrs)**	√
1.8	**SS Course:** Strategic Alignment and Benefits Realization **(1.0 hr)**	√
1.9	**SS Course:** Project Requirements and Defining Scope (PMBOK Guide Fifth Edition) **(2.0 hrs)**	√
1.10	**SS Course:** Monitoring and Controlling Project Scope (PMBOK Guide Fifth Edition) **(1.5 hrs)**	√
1.11	**SS Course:** Creating the Work Breakdown Structure (PMBOK Guide Fifth Edition) **(1.5 hrs)**	√
1.12	**SS Course:** Estimating Activity Resources and Durations (PMBOK Guide Fifth Edition) **(2.0 hrs)**	√
1.13	**SS Course:** Developing and Controlling the Project Schedule (PMBOK Guide Fifth Edition) **(2.0 hrs)**	√
1.14	**SS Course:** Defining and Sequencing Project Activities (PMBOK Guide Fifth Edition) **(2.0 hrs)**	√
1.15	**SS Course:** Planning Project Costs (PMBOK Guide Fifth Edition) **(2.0 hrs)**	√
1.16	**SS Course:** Controlling Project Costs (PMBOK Guide Fifth Edition) **(1.5 hrs)**	√
1.17	**SS Course:** Plan Quality Management (PMBOK Guide Fifth Edition) **(2.0 hrs)**	√
1.18	**SS Course:** Quality Assurance and Quality Control (PMBOK Guide Fifth Edition) **(2.0 hrs)**	√
1.19	**SS Course:** Quality Management for Continuous Improvement **(1.0 hr)**	√
1.20	**SS Course:** Planning Project Human Resources (PMBOK Guide Fifth Edition) **(2.0 hrs)**	√

1.21	**SS Course:** Managing Project Human Resources (PMBOK Guide Fifth Edition) **(2.0 hrs)**	√
1.22	**SS Course:** Plan and Manage Project Communications (PMBOK Guide Fifth Edition) **(2.0 hrs)**	√
1.23	**SS Course:** Control Project Communications (PMBOK Guide Fifth Edition) **(1.0 hr)**	√
1.24	**SS Course:** Risk Management Planning (PMBOK Guide Fifth Edition) **(1.5 hrs)**	√
1.25	**SS Course:** Identifying Project Risks (PMBOK Guide Fifth Edition) **(1.5 hrs)**	√
1.26	**SS Course:** Performing Risk Analysis (PMBOK Guide Fifth Edition) **(2.0 hrs)**	√
1.27	**SS Course:** Risk Response and Control (PMBOK Guide Fifth Edition) **(2.0 hrs)**	√
1.28	**SS Course:** Planning Project Procurement Management (PMBOK Guide Fifth Edition) **(1.5 hrs)**	√
1.29	**SS Course:** Managing Procurements (PMBOK Guide Fifth Edition) **(2.0 hrs)**	√
1.30	**SS Course:** Project Stakeholder Management (PMBOK Guide Fifth Edition) **(1.5 hrs)**	√
1.31	**SS Course:** Managing and Controlling Stakeholder Engagement (PMBOK Guide Fifth Edition) **(1.5 hrs)**	√

Topic 2: Introduction to Agile Project Management		**Assessment Required?**
2.1	**SS Course:** Agile Project Management Essentials **(2.0 hrs)**	√
2.2	**SS Course:** Adopting an Agile Approach to Project Management **(2.0 hrs)**	√
2.3	**SS Course:** Overview of the Scrum Development Process **(2.0 hrs)**	√

Topic 3: Microsoft Office 2010 Project Fundamentals		**Assessment Required?**
3.1	**SS Course:** Introduction to Project Management using Project 2010 **(1.0 hrs)**	√
3.2	**SS Course:** Introduction to Project 2010 **(1.0 hrs)**	√
3.3	**SS Course:** Initializing a Project with Project 2010 **(1.0 hrs)**	√
3.4	**SS Course:** Defining Project Properties in Project 2010 **(1.0 hrs)**	√
3.5	**SS Course:** Building a Schedule with Project 2010 **(1.0 hrs)**	√
3.6	**SS Course:** Creating Resources in Project 2010 **(1.0 hrs)**	√
3.7	**SS Course:** Managing Resource Assignments with Project 2010 **(1.0 hrs)**	√
3.8	**SS Course:** Monitoring Schedule Performance with Project 2010 **(1.0 hrs)**	√

3.9	**SS Course:** Communicating Project Information with Project 2010 **(1.0 hrs)**	√

SUCCESSFUL MODULE COMPLETION REQUIREMENTS:

1. Full completion of each of the above topics and a minimum assessment grade of 80% where an assessment is designated as required.

Note: The advisor has the discretion to adjust requirements as needed on an individual student basis.

INDUSTRY CERTIFICATION REQUIREMENTS

Prior to taking the industry Certification Exam the following requirements must be met:

For Certified Associate in Project Management (CAPM):

- **Prerequisite Industry Certification:**
  - None
- **Work and Education Requirements (minimum):**
  - Secondary diploma and 1500 hours experience

    OR

    23 hours of PM education
- **For further information, please visit:**
  - http://www.pmi.org/Certification/Certified-Associate-in-Project-Management-CAPM.aspx

For Project Management Professional (PMP):

- **Prerequisite Industry Certification:**
  - None
- **Work and Education Requirements (minimum):**
  - 4 year degree, 3 years of experience, 4,500 hours of leading, and 35 hours of PM education

    OR

    Secondary diploma, 5 years of experience, 7,500 hours of leading, and 35 hours of PM education
- **For further information, please visit:**
  - http://www.pmi.org/Certification/Project-Management-Professional-PMP.aspx