

CompTIA Project+

Course Outline

The CompTIA Project+ training course considers the following topics:

What is a Project and Project Management?

- Skills needed for successful project management
- The definition of a project
- Stakeholders

Why do Projects Fail?

- Reviewing project failure

The Project Lifecycle

- Examining lifecycles
- Why is the lifecycle important?

Managing the Project

- Project Scoping
- The Work Breakdown Structure
- Risk Management
- Vendor management
- Successful estimating and cost management
- Earned value
- Scheduling (Microsoft Project)
- Resources, tracking & reporting (Microsoft Project)
- Change management
- Project tracking and control
- Project reporting and communication
- Project completion

Interpersonal Skills in Project Management

- Communication and negotiation
- Conflict resolution, skills practice & action plan
- Recruitment and selection
- Leadership
- Team development
- Presentation, assertiveness and empathy skills
- Performance management and principled negotiation