



MONTGOMERY CHAPTER PMI AND
AUBURN MONTGOMERY
PRESENT

Successful Project Management Introductory Level

Sept. 21-23, 2009

8:30 a.m. - 4:30 p.m.

3 days, 21 PDUs

Fee

\$699 for PMI members

\$799 for non-members

Advanced Training Group

TechnaCenter Building

75 TechnaCenter Drive

Montgomery, AL 36117

Take the I-85 Mitylene exit

*For more seminar information
contact*

Betty Corbin

Phone: 334-244-3057

Or

E-mail: bcorbin@aum.edu



AUBURN

MONTGOMERY

CONTINUING EDUCATION

www.aum.edu/coned/computertraining

This highly interactive seminar provides an overview of project management concepts and principles using lecture, small group case studies and discussion.

Course participants develop many of the project plan elements required to take a sample project from the initiating processes through planning, executing, controlling and closing. The course manual includes step-by-step performance tools such as checklists, worksheets, and guidelines that will help participants plan and manage project events. Sample documents are provided on a CD. Provides 21 class hours that apply to PMP® requirements.

Who should attend: This course is designed for those who manage projects and would like their projects to achieve the defined scope, on-time and within budget.

COURSE OUTLINE:

- Project management background and basics
- Demonstrate project need and feasibility
- Obtain authorization
- Describe project scope, create work breakdown structure
- Develop a project schedule
- Estimate costs & build a budget
- Create a formal quality plan
- Create a formal communications plan
- Organize and acquire staff
- Identify risks and plan to respond
- Plan for and acquire outside resources
- Organize the project plan
- Execute project activities
- Control project activities
- Close out project activities

Seminar presenter Betty Corbin, PMP, is an IT trainer for Auburn Montgomery's Division of Continuing Education. She has over 20 years experience in project management.

Cancellation policy: In order to receive a full refund, cancellations must be received at least 10 business days before the start of the seminar. No refunds will be issued thereafter.

Register early! Call 334-244-3080

www.pmimontgomery.org