

Practical applicability makes the difference.

IT Project Management Essentials Course

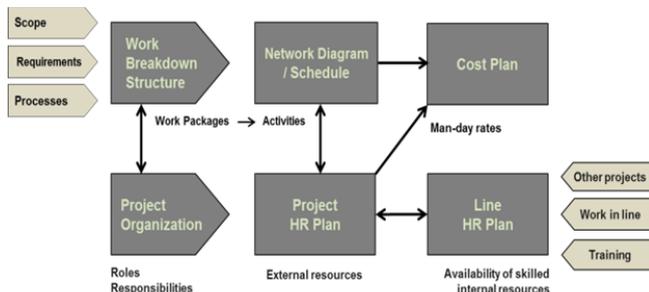
based on PMI[®] methodology

presented by Senior PM
Christof Gellweiler, Dipl.-Ing. (FH), MBA, PMP[®]

Suitable invest in PM education

How much time does one need to understand and to apply professional project management methods? The educational offers vary from a four hours introduction course up to three years for a university degree in PM. The answer from my experience and from participant-measurements: **An intensive course of three days offers maximum learning efficiency.**

This course has been designed for all levels of IT professionals in order to provide them **easy-to-use PM tools and techniques that can immediately be applied.** Participants acquire sustainable PM core competencies in a highly concentrated manner with **strict focus on methodological skills.** There will be no time-consuming behavioral exercises.



Language options



Target groups

IT professionals, project managers, project team members, executives, functional managers, staff, PMO.

Learning methods

The course is **group work-oriented** and requires high involvement and **active engagement.**

Participants undertake **project case studies** to ensure their understanding. They will acquire experience in initiating and planning a specific IT project. This group work comprises developments of a project charter and a scope statement. It also includes stakeholder analysis, a cost plan as well as time schedule and qualitative risk analysis.

Buzz groups integrate concepts with experience. A buzz group is a small, intense discussion group responding to a particular question. A broadly experienced group brings a wider understanding. Participants are asked to bring in their experiences, opinions, and thesis.

The tailor-made course for IT professionals provides real-world tools and methods that can immediately applied into your IT infrastructure projects.

Course objectives

Participants get a solid understanding of project management methods and relevant key processes. They gain a comprehensive experience in proven IT project management techniques. After the 3 day-course each participant will be able to master fundamental project management skills, concepts and techniques:

- Set realistic, measurable, and clear **objectives**
- Collect **requirements** according to **stakeholder's needs** and to meet the project objectives
- Define **scope statements** with detailed deliverables
- Develop **work breakdown structures** and work packages
- Calculate project **costs** and create **schedules**
- Understand **organizational structures** and their implications
- Define **roles** and assign **responsibilities**
- Work within organizational and cost **constraints**
- Learn techniques to track and **report** on projects
- Utilize state-of-the-art **controlling** tools
- *Set-up and maintain project **communication** tools*
- *Identify, analyze, and respond to **risks***
- *Assure and control **quality***
- *Measuring **success** post project*

Times

The course is held from 10.00 am to 6.00 pm on the 1st day and from 9.00 am to 5.00 pm the 2nd and 3rd day.

Participation fee per delegate

3 day training: € 1590,- + VAT

2 day training: € 1180,- + VAT, *italic bullet points excluded*

Price includes lunch as well as coffee, tea, soft drinks, and snacks in training room. The class size is limited to 12 participants.

Individual coaching, small group trainings, specific requirements, adaptations, or adds will be offered on request.

Please email to christof.gellweiler@itpmc.de for dates and customized offers.

Venues

The course will be held at a **high quality venue** in the Rhein-Main area (e.g. Hyatt Regency Mainz, Kloster Engelthal of Weingut Wasem Ingelheim) or in Munich. Courses on customer premises or other worldwide venues on request.



Resources

Each participant receives the book "PM Crash Course for IT Professionals" from **Cisco Press**. Moreover, a paper-printed course book comprising the slide set, exercises, and solutions will be provided.

Trainer

Christof Gellweiler, **practicing Senior Project Manager**, has more than 20 years of experience in planning and managing infrastructure projects in the IT and telecommunications industry. He was in charge for many multi-national companies, e.g. Siemens, Swisscom, Computacenter, Lufthansa Systems, PwC, Vodafone Group, Koenig & Bauer, Commerzbank, Deutsche Bank. Christof Gellweiler earned an MBA degree from Kellogg School of Management (Northwestern University-WHU) and holds relevant certifications, such as PMP, Cisco CCNA Collaboration, and Cisco Video Network Specialist. Furthermore, he is project management lecturer at the **European Management School** (EMS) in Mainz and at Vilnius University.



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