



ON THE BALL COLLEGE
ADDED KNOWLEDGE WITH GUARANTEED GROWTH

Project Management: Basic, Second Edition

Topic-Level Outline

Days: 1

Prerequisites: *None*

Unit 1: Fundamentals of project management

Topic A: Projects

Topic B: The project management process

Unit 2: Characteristics of a project

Topic A: The project environment

Topic B: The project manager

Topic C: The project team

Unit 3: Project initiation and scope planning

Topic A: Project initiation

Topic B: Scope planning

Unit 4: Scope definition, verification, and change control

Topic A: Scope definition

Topic B: Scope verification

Topic C: Scope change control

Unit 5: Time management

Topic A: Activity definition and sequencing

Topic B: Activity duration

Unit 6: Schedule development and control

Topic A: Schedule development

Topic B: Schedule control

Unit 7: Resource identification and cost approximating

Topic A: Resource identification

Topic B: Cost approximating

Unit 8: Budgeting and cost control

Topic A: Cost budgeting

Topic B: Cost control