



# Kenel Academy

Unleashing Potential...Transforming Careers

# IT PROJECT MANAGEMENT

Training Course

2024

[www.kenelacademy.com](http://www.kenelacademy.com)

# IT PROJECT MANAGEMENT

**Duration: 1-2 Days**

**Location Options: Onsite or Offsite (Flexible Delivery Options)**

**Certification: Certificate of Attendance & Achievement upon Completion**

## Course Overview

Delivering successful IT projects requires more than technical expertise—it demands structured planning, effective communication, and proactive risk management. The IT Project Management Training Course is designed to equip your team with the tools and techniques to manage IT projects effectively, ensuring alignment with business objectives and delivering measurable benefits.

This highly interactive 1-2 day course provides practical insights into stakeholder engagement, risk mitigation, and benefits realization while covering essential project management methodologies. Participants will gain hands-on experience through workshops, group activities, and real-world scenarios. Upon completion, attendees will receive a Certificate of Attendance & Achievement, demonstrating their expertise in IT project management..

## Course Syllabus

The CSI course covers a broad range of topics to ensure participants develop a well-rounded understanding of delivering successful IT Projects:

### Module 1: The Project Environment

- Understanding the customer and aligning project goals with their needs.
- Mapping stakeholders and engaging them effectively.
- Defining the project manager's role and building a high-performing project team.
- Activity: Stakeholder mapping for a fictional IT project.

### Module 2: Project Management Methods and Techniques

- Mastering the project life cycle: Initiation, planning, execution, monitoring, and closure.
- Comparing Agile and Waterfall methodologies and selecting the right approach.
- Activity: Developing a project plan using Agile or Waterfall methodologies.

### Module 3: Project Team and Structure

- Understanding the structure of a successful project team, including key roles and their interdependencies.
- Importance of defining roles and responsibilities for accountability and coordination.
- Best practices for building and managing an effective project team.

- Activity: Role-playing a project team meeting to align on structure and responsibilities.

## **Module 4: Project Risk, Communication, and Benefits Realization**

- Risk Management:
  - Identifying, assessing, and prioritizing risks.
  - Developing mitigation strategies and contingency plans.
- Communication Management:
  - Creating a communication plan tailored to stakeholders.
  - Ensuring transparency, alignment, and buy-in throughout the project lifecycle.
- Benefits Realization Plan:
  - Aligning project outcomes with organizational goals.
  - Tracking and measuring benefits to demonstrate project value.
- Activity: Workshop to create a combined risk management and communication plan for a project scenario.

## **Module 5: The 7 Dimensions of IT Project Management**

- Business case, organizing, planning, risk, quality, issue resolution, and progress monitoring.
- Tools for managing project performance: KPIs, dashboards, and reporting.
- Activity: Analysing risk scenarios and developing mitigation strategies.

## **Module 6: Managing Project Delivery**

- Breaking down work into manageable tasks and prioritizing backlogs.
- Resolving issues proactively and handling changes effectively.
- Developing an effective communication strategy for stakeholders.
- Activity: Managing a change request scenario and adjusting the project plan accordingly.

## **Module 7: Closing the Project**

- Confirming deliverables, ensuring benefits realization, and capturing lessons learned.
- Celebrating team success and ensuring formal project closure.
- Activity: Conducting a project closure and lessons learned session for a sample project.

## Course Benefits

By attending this course, your organization will gain:

- **Clear Structure for Project Delivery:** Insights into the roles, responsibilities, and structure of a successful project team.
- **Enhanced Project Success Rates:** Techniques to deliver IT projects on time, within budget, and aligned with business goals.
- **Proactive Risk and Change Management:** Strategies to anticipate, evaluate, and mitigate project risks while handling changes effectively.
- **Improved Communication:** Tools to ensure clear, transparent communication with stakeholders, minimizing misunderstandings and resistance.
- **Focus on Value:** Skills to develop and implement a Benefits Realization Plan, ensuring each project delivers measurable value.

Participants who complete the course will receive a **Certificate of Attendance & Achievement**, signifying their dedication to excellence in Continual Improvement and their readiness to contribute to the organization's success.

## Flexible Delivery Options

Our course can be delivered **onsite at your organization** for convenience or **offsite** at a location that provides a dedicated learning environment. With flexible delivery options, we ensure that your team can benefit from this training in the setting that best suits your needs.

## Contact Us Today to Schedule Your IT Project Management Training!

Equip your team with the skills and knowledge they need to deliver successful IT projects that drive measurable business value. Contact us today to schedule your training session and learn how this course can transform your organization.

Contact the training and sales team at : [info@kenelacademy.com](mailto:info@kenelacademy.com)