

# UCC, Tanzania and Vinsys, India Joint Training Programme



## Certified Associate in Project Management

Registrations are invited from interested Individuals, Groups, Businesses and Organizations wishing to pursue a three day workshop on CAPM, Certified Associate in Project Management. This course introduces the techniques offered by PMBOK, a Comprehensive guide given by Project Management Institute (PMI), USA. **Vinsys is registered education provider (REP) for PMI at global level.**

### Learning Outcome:

1. Establish a common vocabulary and understanding of basic Project Management terms and concepts as in PMBOK® Guide, project management, stakeholders, earned value, scheduling techniques and project managers responsibilities and competencies
2. To understand the importance and contribution of using appropriate Project Management Knowledge, Skills, Tools and Techniques.
3. To systematically explore and refresh the ways of managing scope, cost, communication and risk in the project.
4. To demonstrate a clear understanding of what activities, tools & techniques are necessary in each phase of project.
5. Demonstrate a clear understanding of what activities, tools & techniques are necessary in each phase of a project & understand the CAPM® examination nuances.

### Minimum entry Requirements:

No prerequisites, however some level of understanding or experience in project management would be an added advantage.

### COURSE CONTENTS- 3 days

1	Brief Information about PMI procedure and CAPM Exam. Introduction to Project Management, PMI way.
2	Influencing factors: Project success & Failure. PMBoK® Guide Knowledge Areas and Process Groups. Develop Project Charter Process, Identify Stakeholders Process, Develop project management Plan Process.
3	Direct & Manage project execution Process, Monitor & Control project work Process, Estimate activity resources and duration Processes, Determine Budget and Control Cost Processes.
4	Understanding the importance and utilization of Scope statement, WBS, Scheduling techniques, Cost baseline, Quality Assurance, Communications Plan, Managing Human Resources, Contract Administration and Risk Response Plan..
5	Close Project / phase. Revision of PMBOK®; Project Management Body of Knowledge Guide.

### Benefits:

At the end of the course participants will be awarded a with Vinsys UCC participation certificate. You will also position yourself in International **job opportunities**.

**Dates of the Program:** 7<sup>th</sup> June to 9<sup>th</sup> June, 2010.

**Timings:** 9:00AM to 5:00PM

**Charges per Person:** USD 550/- (Discounted Fee USD 450/- per participant; if registered by or before 28<sup>th</sup> May, 2010).

### For More Information: Contact

University Computing Centre

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**Note:** - Kindly confirm your nominations latest by or before 1<sup>st</sup> June, 2010.

**REGISTER** now, limited seats available