

Program Management Professional (PgMP)

Course length: 5 days

Course Description

Your ability as a Program Manager to demonstrate best practices in program management—both on the job and through professional certification—is becoming the standard to compete in today's fast-paced and highly technical workplace.

Course Objective: You will apply the generally recognized practices of program management acknowledged by the Project Management Institute (PMI®).

Target Student: This course is designed for experienced program management professionals interested in formal program management training, professionals working toward the Project Management Institute, Inc. (PMI®) Program Management Professional (PgMP)SM certification, or completing Professional Development Units for PgMP renewal.

Prerequisites: To ensure your success, we recommend you first take the following Element K courses or have equivalent knowledge:

- Project Management Professional (PMP®) Certification: Third Edition (2008 Update)

You should also have some work experience in the area of project and program management and be familiar with general project and program management terms and concepts.

Delivery Method: Instructor led, group-paced, classroom-delivery learning model with structured hands-on activities.

Performance-Based Objectives

Upon successful completion of this course, students will be able to:

- Describe the organizational management processes.
- Identify the program management framework.
- Describe the basic program management themes.
- Describe the program management life cycle phases.
- Identify various program management processes.
- Describe the initiate program process.
- Describe the tools involved in planning program processes.
- Identify the program infrastructure.
- Describe how to plan program governance, stakeholder management, and communications.
- Identify methods to plan and analyze risk management.
- Describe the plan program cost and budget processes.
- Describe the plan program procurement and contracts processes.
- Describe the plan program quality and audits process.
- Describe the processes involved in executing a program.
- Describe the processes involved in monitoring and controlling program integration, scope, time, and cost.
- Describe the control of program quality and communications.
- Identify the steps involved in monitoring and controlling program performance, risks, and contracts.
- Describe the program closure processes.



Course Content

Lesson 1: Understanding Organizational Management Processes

- Topic 1A: Describe the Fundamentals of Project Management
- Topic 1B: Describe Project Management Processes
- Topic 1C: Examine Organizational Structures

Lesson 2: Identifying the Program Management Framework

- Topic 2A: Introduction to Program Management
- Topic 2B: Examine the Program Life Cycle
- Topic 2C: Identify Program Management Roles

Lesson 3: Examining the Program Management Themes

- Topic 3A: Describe the Program Benefits Management Theme
- Topic 3B: Describe the Program Stakeholder Management Theme
- Topic 3C: Describe the Program Governance Theme
- Topic 3D: Describe Program Governance Across the Program Life Cycle

Lesson 4: Understanding the Program Management Life Cycle Phases

- Topic 4A: Describe Phase One: Pre-Program Set Up
- Topic 4B: Describe Phase Two: Program Set Up
- Topic 4C: Describe Phase Three: Establish Program Management and Technical Infrastructure
- Topic 4D: Describe Phase Four: Deliver the Benefits
- Topic 4E: Describe Phase Five: Close the Program

Lesson 5: Identifying Program Management Processes

- Topic 5A: Introduction to Program Management Processes
- Topic 5B: Describe the Program Management Organization
- Topic 5C: Identify the Communication Channels
- Topic 5D: Create the Program Definition Statement
- Topic 5E: Establish the Program Financial Framework
- Topic 5F: Manage the Program Benefits

Lesson 6: Initiating the Program

- Topic 6A: Identify Program Initiation Fundamentals
- Topic 6B: Authorize Projects
- Topic 6C: Initiate a Program Team

Lesson 7: Planning the Program Process

- Topic 7A: Develop the Program Management Plan
- Topic 7B: Plan Program Interface
- Topic 7C: Plan Program Transition
- Topic 7D: Plan Program Resources

Lesson 8: Developing the Program Infrastructure

- Topic 8A: Plan for Human Resources
- Topic 8B: Plan Program Scope Definition
- Topic 8C: Create the Program WBS
- Topic 8D: Develop the Program Schedule



Lesson 9: Planning Program Governance, Stakeholder Management, and Communications

Topic 9A: Plan Program Governance
Topic 9B: Plan Program Stakeholder Management
Topic 9C: Plan Program Communications

Lesson 10: Planning and Analyzing Risk Management

Topic 10A: Plan for Program Risks
Topic 10B: Identify Risks
Topic 10C: Analyze Risks
Topic 10D: Plan Program Risk Response

Lesson 11: Planning Program Cost and Budget

Topic 11A: Plan the Program Cost Estimate and Budget
Topic 11B: Plan the Program Cost
Topic 11C: Plan Program Cost Budgeting

Lesson 12: Planning Program Procurement and Contracts

Topic 12A: Plan Program Purchases and Acquisitions
Topic 12B: Plan Program Contracting

Lesson 13: Planning Program Quality and Audits

Topic 13A: Plan Program Quality
Topic 13B: Plan Audits

Lesson 14: Executing a Program

Topic 14A: Direct and Manage Program Execution
Topic 14B: Perform Quality Assurance
Topic 14C: Acquire the Program Team
Topic 14D: Develop a Program Team
Topic 14E: Distribute Information
Topic 14F: Request Seller Responses
Topic 14G: Select Sellers

Lesson 15: Monitoring and Controlling Program Integration, Scope, Time, and Cost

Topic 15A: Examine Integrated Change Control
Topic 15B: Control Resources
Topic 15C: Monitor and Control Program Work
Topic 15D: Manage and Control Program Issues
Topic 15E: Control Program Scope
Topic 15F: Monitor and Control the Program Schedule
Topic 15G: Monitor and Control Program Cost

Lesson 16: Controlling Program Quality and Communications

Topic 16A: Control Program Quality
Topic 16B: Control Program Communications

Lesson 17: Managing Program Performance, Risk, and Contracts

Topic 17A: Report Program Performance
Topic 17B: Monitor and Control Risk
Topic 17C: Describe Program Contract Administration



Lesson 18: Performing Program Closure

Topic 18A: Close the Program

Topic 18B: Close Program Components

Topic 18C: Close Program Contracts

Appendix A: Program Management–Best Practices

Appendix B: Program Management–Lessons Learned

Appendix C: Program Management–Case Studies from Industry

