

## PM102 - Project Schedule Management

2 Days

### Course Description:

This course addresses the identification, elaboration, planning, and management of the project schedule. Including selected processes from the PMI Integration, Cost, Scope and Time Knowledge Areas, this class addresses the development of a Project Activity List, development and analysis of Project Network Diagrams, Schedule Analysis, Critical Path Methodology, Critical Chain Methodology, Schedule Contingency Planning, Level of Effort Planning, Hammock Tasks, Schedule Compression, and the Project Schedule Baseline. In addition it addressed preparing a schedule that supports variance analysis and corrective action using Earned Value Management. Using a combination of theory based lecture and hands on exercises, students are provided with an effective skill set for developing and controlling the project schedule baseline.

*NOTE: This course is designed to allow integration with a 1-day Scope Management course to provide the student with a comprehensive tool set for developing the Scope and Schedule baselines for a project. The combined course is 3-days.*

### Strategic Course Goals and Objectives:

1. Fluency in developing a defensible and realistic project schedule
2. Integration of milestone and deadlines into the overall project plan
3. Communication of project schedule particulars
4. Fluency in project schedule variance analysis
5. Fluency in project schedule change control

### Tactical Skills:

1. Develop and understand a thorough project scope.
2. Tools for identifying Schedule Activities based upon the project Work Breakdown Structure
3. Tools for developing the Project Network Diagram
4. Resource Planning and Schedule Activity Duration Estimation.
5. Critical Path Identification and Analysis
6. Schedule compression
7. Resource Leveling
8. Implementing Schedule Variance Analysis and Control.
9. Communicate schedule needs and status to the project team and senior management
10. Understand the course take-away templates

**Course Audience:**

This course is intended for both project team members and project managers wishing to gain a fluent working knowledge of commonly accepted best practices for planning and management the project schedule baseline. Team members and managers looking to improve their scheduling and project milestone management skills and looking to improve their understanding of how to deliver their projects on time should take this course. Students on a track to take the PMP examination should take this course.

**Prerequisites:**

1. *Concepts and Practice of Project Management* or
2. Equivalent project management experience