



CERTIFIED INTERNATIONAL PROJECT MANAGER (CIPM) – TRAINING AND CERTIFICATION EXAM

Course No.	C-CIPM-P-JBD-Ver2B
Instructor	AAI Instructor
Descriptions	<p>This training will offer an overview and implementation of Project Management. The designed course is based on the perspective of improving project delivery, which is one metric of a Project Management success; and practically it is an important measure.</p> <p>The industries that have implemented Project Management need to ensure the Project Management is providing expected results, and adding value to the business. This course will provide strategies and tactics to enable process improvement for a currently established project management procedure in the organization executing projects.</p> <p>The training shall provide the capabilities to the participants in determining how best to use the Project Management methodology for organization advantage, and how to develop and use a competency model for project professionals involving in the projects.</p> <p>Discover methods to implement the typical project management and the specific functions which should be performed as related to project implementation. Assess the maturity of your project management team and recognize its contribution to professional responsibility in project management.</p> <p>The workshop is built around a series of consecutive structured lectures, class exercises, and class discussions with the perspectives of project management. The scope of the course includes discussion of the components of the Project Management Knowledge including: Recognize critical characteristics of a PM team to foster organizational success in implementing the projects, prevent runaway projects, conduct a project audit, perform a competency analysis, identify key roles and responsibilities in project implementation, prepare a Project Charter, conduct an project implementation assessment, establish metrics for gauging and monitoring performance, develop a project implementation plan, use the project management best practices to promote professional projects.</p>
Objectives	<p>At the completion of the course participants shall benefit from the course such as:</p> <ul style="list-style-type: none"> • Gain an in-depth understanding of the Project Management



	<p>Knowledge a well designed in the project implementation methodology, and effectively shall have the capability to effectively implement the knowledge</p> <ul style="list-style-type: none"> • What project management is all about and how to approach it successfully? • The selection of a project manager and defining the goals of the project. • The importance of planning, management, team building, and organization. • The issue of budgeting in project management, including cost budgeting and personnel budgeting. • The importance of estimating, guessing, and milestones in project scheduling. • How leadership and communication affect project management. • How variables and risks should be approached when planning a project.
<p>Target Audience</p>	<p>Project Managers and project staffs with responsibility for the project execution, and Project Management team including Methodology and Functional Experts, Project Managers, and Project Coordinators. Managers wishing to increase or update their knowledge of project management methodology functions and processes.</p> <p>Others with an interest in improving project management results within their organizations, and who would benefit from an understanding of the project management knowledge as related to project implementation. Direct involvement in a particular project, either as a project manager or as a staff member, then this training becomes a recommended prerequisite.</p>
<p>Duration</p>	<p>3 days</p>
<p>Date</p>	<p>See our schedule or please contact AAI Office.</p>
<p>Place</p>	<p>Hotel Sapphire Sky (BSD).</p>
<p>Cost</p>	<p>Please contact AAI office.</p>
<p>Course Contents and Descriptions</p>	
<p>1. Introduction to Project Management</p> <ul style="list-style-type: none"> • What is a Project? • What is Project Management? • Program and Portfolio Management • The Role of the Project Manager • The Project Management Profession <p>2. Project Management as a System</p> <ul style="list-style-type: none"> • A Systems View of Project Management 	



- Understanding Organizations
- Stakeholder Management
- Project Phases and the Project Life Cycle

3. The Project Management Process Groups

- The Project Management Process Groups
 - Initiating
 - Planning
 - Executing
 - Monitoring and Controlling
 - Closing
- Mapping Process Groups to Knowledge Areas

4. Project Integration Management

- Strategic Planning and Project Selection
- Preliminary Scope Statements
- Project Management Plans
- Project Execution
- Monitoring and Controlling Project Work
- Integrated Change Control
- Closing Projects

5. Project Scope Management

- Scope Planning and the Scope Management Plan
- Scope Definition and the Project Scope Statement
- Creating the Work Breakdown Structure
- Scope Verification
- Scope Control

6. Project Time Management

- The Importance of Project Schedules o Activity Definition
- Activity Sequencing
- Activity Resource Estimating
- Activity Duration Estimating
- Schedule Development
- Schedule Control

7. Project Cost Management

- Basic Principles of Cost Management
- Cost Estimating
- Cost Budgeting
- Cost Control

8. Project Quality Management

- Quality Planning
- Quality Assurance
- Quality Control
- Tools and Techniques for Quality Control
- Modern Quality Management
- Improving Quality on LIS Projects



9. Project Human Resource Management

- Keys to Managing People
- Human Resource Planning
- Acquiring the Project Team
- Developing the Project Team
- Managing the Project Team

10. Project Communications Management

- Communications Planning
- Information Distribution
- Performance Reporting
- Managing Stakeholders
- Suggestions for Improving Communications

11. Project Risk Management

- Risk Management Planning
- Common Sources of Risk in LIS Projects
- Risk Identification
- Qualitative Risk Analysis
- Quantitative Risk Analysis
- Risk Response Planning
- Risk Monitoring and Control

12. Project Procurement Management

- Planning Purchases and Acquisitions
- Planning Contracting
- Requesting Seller Responses
- Selecting Sellers
- Administering the Contract
- Closing the Contract

Case Studies and Exercises	Case-based discussions will be conducted with topics related to the subjects of training, while for every chapter completed will be followed by comprehensive exercises focusing on the described subjects in the chapters.
Certification	The participants take the American Academy of Project Management (AAPM) exam for the Certified International Project Manager (CIPM) with specified criteria and assignments as requested and stand as pre-requisite by The Board of American Academy.

For further inquiry, please contact Hendrawan Yusdanto (HP/WA: 0812-22389800) or 021-29168695.

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