



SCHOOL OF EXECUTIVE EDUCATION
AND LIFELONG LEARNING

Fundamentals of Project Management

Learn General Management and Leadership Skills
for Planning and Heading Successful Projects

Program starts in January 2024



Fundamentals of Project Management

Learn general management and leadership skills for planning and heading successful projects

OVERVIEW

Planning and leading projects is a critical skill which all managers need as more organizations use projects to implement change and innovation to get ahead of the competition or at least stay in the game. Project management competency is no longer optional and is essential for all organizations and their leaders.

PROGRAM OBJECTIVES

- Understand why business success depends on projects and what makes projects successful.
- Discuss the triple constraints and other ways to measure project success.
- Discuss the five-project management process groups.
- Discuss the ten knowledge areas of project management.
- Learn key project planning concepts and tools such as the project charter, stakeholder analysis, scope definition and work breakdown structure, project scheduling, project cost estimating, quality planning, human resource planning, team development, communications planning, and risk analysis.
- Discuss Earned Value Analysis as a tool for evaluating project performance.
- Discuss the role of a project management office

WHAT YOU WILL LEARN

- Project Management Overview, Project Initiation and Developing a Project Charter
- Project Scope Management: Work Breakdown Structure/Managing Scope Creep
- Project Schedule Management and Critical Path and Schedule Development
- Project Resource Management and Project Leadership
- Project Cost Management: Estimating Costs and Earned Value
- Project Quality Management
- Project Risk Management
- Project Stakeholder Management and Project Communications Management
- Project or Phase Closing Project Integration Management

PROGRAM SCHEDULE

Live Online

January 18, 19, 25, 26, February 1, 2, 8, 9, 2024
1:30 PM to 5:00 PM

Face-to-Face On-campus

February 15, 2024
8:30 AM to 5:00 PM

(GMT+08) on all dates

PROGRAM FEE

PHP 50,990.00 or USD 927.00*

*The prevailing exchange rate at the date of payment may apply.

Let us know if you are interested to avail of early bird/group discount or discuss payment terms.

YOUR PROGRAM FACULTY



Raul P. Rodriguez, PhD
Retired Clinical Professor, Leadership
Academic Program Director, Executive
Master in Business Administration
Asian Institute of Management

To find out how you can participate, contact us at SEELL@aim.edu or visit <https://go.aim.edu/seellinquiries>

Download our latest program calendar at <https://go.aim.edu/seellprogramcalendar>





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KEY BENEFITS

This ten-day program is designed to help managers:

- Learn about the project management process groups and knowledge areas and best practices that are applicable to large and small projects.
- Learn general management and leadership skills that can help them plan and lead successful projects

WHO SHOULD ATTEND

The course is recommended for Mid-Level and Senior-Level Managers who are assigned to introduce strategic change or major change in their organizations. It is also recommended for those who will be assigned to manage projects in the next 3 to 6 months. Those who have not previously attended project management training will learn about the practical application of key project management concepts and tools.



FOR INQUIRIES:

School of Executive Education and Lifelong Learning, Asian Institute of Management
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Earning a SEELL Postgraduate Certificate and Diploma

SEELL offers Postgraduate Stackable Certificate Courses in various areas of concentration and discipline, which build an individual's qualifications and distinguish their professional value. It enables professionals to develop their proficiency in diverse areas of concentration in a personalized and more manageable manner.

By successfully completing SEELL's programs, credentials can be earned over time, stacked towards earning a Postgraduate Certificate in an area of their choice, and ultimately, a Postgraduate Diploma in Management. This leads to more career opportunities, advancement, and potentially high-paying jobs.

EARNING CREDENTIALS

Successfully completing the program earns participants two (2) units which can be credited to the following:

- Postgraduate Certificate in Operations Management
- Postgraduate Certificate in Basic Management

*Postgraduate Certificates require five (5) units earned within two (2) years.

Participants will also earn two (2) units which can be credited to the Postgraduate Diploma in Management.

*The Postgraduate Diploma in Management requires a total of twenty (20) units earned within three (3) years.

ELIGIBLE PROGRAMS

For guidance on other eligible programs for Postgraduate Certificates and designing your learning journey with SEELL, please email us at SEELL@aim.edu or visit our website at <https://executiveeducation.aim.edu>



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