Ithuta JV
Holthuta Ka Tsebo
Learning from Experience

Course Content: Fundamental Project Management

3. Programmes, Portfolios and Projects

- 3.1. Relationship Between Programmes, Portfolios and Projects
- 3.2. Objectives of Programme Management
- 3.3. Project Management
- 3.4. Programme Management
- 3.5. Portfolio Management
- 3.6. Project Prioritisation and Prioritisation Process
- 3.7. Project Benefits Analysis
- 3.8. Identifying and Estimating Benefits
- 3.9. Projects and Value
- 3.10. Project Evaluation
- 3.11. Strategy, Programmes and Projects

4. Project Management Phases and Stages

- 4.1. Capital and Investment Management
- 4.2. Business Case and Project Lifecycle
- 4.3. Project Phase Classifications
- 4.4. Monitoring and Controlling Processes
- 4.5. Project Stage and Phase Deliverables
- 4.6. Project Implementation Process
- 4.7. Baseline Documents
- 4.8. Project Initiation and Mobilisation
- 4.9. Motivation
- 4.10. Project Planning
- 4.11. Project Execution
- 4.12. Project Closure

5. Project Management and Support Functions

- 5.1. Quality Assurance
- 5.2. Technology Management
- 5.3. HR Management
- 5.4. Value Engineering
- 5.5. Information Technology
- 5.6. Project Implementation Plan
- 5.7. Change Control Management
- 5.8. Project Closure
- 5.9. Common Reasons for Projects Failures and Successes

6. Project Planning and Cost Management

- 6.1. Overview
- 6.2. Planning and Scheduling
  - 6.2.1. Gantt Charts
  - 6.2.2. Work Breakdown Structure (WBS)
  - 6.2.3. WBS for Project Control and Evaluation
- 6.3. Scheduling
  - 6.3.1. Network Notation Systems
  - 6.3.2. Time Limited versus Resource Limited Scheduling
  - 6.3.3. Project Buffers
- 6.4. Project Cost Management
  - 6.4.1. Cost Estimating
  - 6.4.2. Types of Cost Estimates
  - 6.4.3. Rules for Cost Estimates
  - 6.4.4. Budgets
  - 6.4.5. Cost Control
  - 6.4.6. Cost Control Parameters
  - 6.4.7. Earned Value
  - 6.4.8. Earned Value Measurement
  - 6.4.9. Requirements of a Cost Management System
  - 6.4.10. Cost Risk Management
- 6.5. Cost and Capex Management
  - 6.5.1. Capex Management Plans
  - 6.5.2. Capital Budgeting
  - 6.5.3. Capital Efficiency

7. Construction Management

- 7.1. Governance
- 7.2. The Construction Manager
- 7.3. Contract Management
- 7.4. SHE Management Applicable to Construction Management
- 7.5. Construction Risk Management: SHE Related
- 7.6. Quality Management
- 7.7. HR Management
- 7.8. Site Communications Management
- 7.9. Stakeholder Management
- 7.10. IT Management

8. **Project Value Management**
   - 8.1. Overview of the VM Process
   - 8.2. Basic Concepts of VM
   - 8.3. Value and Cost
   - 8.4. Value Management and the Strategic Fit of Projects
   - 8.5. The Project Value Chain
   - 8.6. Project Value Systems
   - 8.7. VM and Project Phases
   - 8.8. VM Decision Levels and the Project Life Cycle
   - 8.9. Project Function Analysis
   - 8.10. VM Processes
   - 8.11. Opportunities for Value Engineering
   - 8.12. Summary of Value Management
9. **Project Risk Management**
   - 9.1. Over of Risk and Project Risks
   - 9.2. RM Terminology
   - 9.3. Risk Assessment and Mitigation Process
   - 9.4. Risk Management
   - 9.5. Generic Project Risk Factors
   - 9.6. Identifying Project Risk Factors
   - 9.7. Identifying Project Risks
   - 9.8. Environmental, Safety and Technical Threats
   - 9.9. Hazard Studies
   - 9.10. Risk Evaluation and Response
   - 9.11. Determining the Probability of Risks
   - 9.12. Risk Assessment Representations
   - 9.13. Risk Register
   - 9.14. Implementation of Risk Management
   - 9.15. Risk Management Checklist
   - 9.16. Using RM Software
10. **Project Management Competency**
    - 10.1. Assessment Criteria for PM capability
    - 10.2. PM Maturity
    - 10.3. Project Competency and Capability and PM Roles/Responsibilities
    - 10.4. Project Team Management
      - 10.4.1. The Role of the Project Manager
      - 10.4.2. Project Leadership and Team Performance
      - 10.4.3. Project Knowledge Management and Team Learning
      - 10.4.4. Knowledge Portfolios
    - 10.5. Best Practices