

CompTIA Project+ Day

Length: 9 days

Format: Classroom

Time: Day



About This Course

You will apply recognized practices of project management and understand a project's life cycle and roles and skills necessary to effectively initiate, plan, execute, monitor and control, and close a project.

[Click here to find your place on the CompTIA pathway.](#)

Required Exams

Audience Profile

This course is intended for individuals in various job roles who are involved in leading, managing, and participating in projects. The target student is an IT professional who wants to gain the skills and knowledge required to successfully manage and deploy an IT project.

Course Objectives

After completing this course, students will be able to:

- * Identify the fundamentals of project management.
- * Perform the pre-project setup.
- * Initiate a project.
- * Plan project strategies.
- * Develop project schedules.
- * Plan project staffing, communications, and quality.
- * Plan project risk management.
- * Plan project costs.
- * Plan project procurements.
- * Plan for change management and transitions.
- * Manage project execution.
- * Manage project procurement.
- * Monitor project performance.
- * Monitor and control project constraints.

- * Monitor project risks and procurements.
- * Perform project closure.

Outline

Lesson 1: Exploring Project Management Fundamentals

Topic 1A: Examine Project Management Basics

Topic 1B: Describe the Project Life Cycle

Topic 1C: Examine Organizational Influences on Project Management

Lesson 2: Performing the Pre-Project Setup

Topic 2A: Create a Project Concept Definition Statement

Topic 2B: Determine Strategic and Operational Relevance

Topic 2C: Examine Project Selection

Lesson 3: Initiating a Project

Topic 3A: Prepare a Project SOW

Topic 3B: Create a Project Charter

Topic 3C: Identify Project Stakeholders

Lesson 4: Planning Project Strategy

Topic 4A: Identify Elements of the Project Management Plan and Subsidiary Plans

Topic 4B: Determine Stakeholder Needs

Topic 4C: Create a Scope Statement

Topic 4D: Develop a Work Breakdown Structure

Lesson 5: Developing the Project Schedule

Topic 5A: Create an Activity List

Topic 5B: Create a Project Schedule Network Diagram

Topic 5C: Identify Resources

Topic 5D: Estimate Time

Topic 5E: Develop a Project Schedule

Topic 5F: Identify the Critical Path

Topic 5G: Optimize the Project Schedule

Topic 5H: Create a Schedule Baseline

Lesson 6: Planning Human Resources, Communications, and Quality

Topic 6A: Create a Human Resource Plan

Topic 6B: Create a Communications Management Plan

Topic 6C: Create a Quality Management Plan

Lesson 7: Planning Project Risk Management

Topic 7A: Create a Risk Management Plan

Topic 7B: Identify Project Risks and Triggers

Topic 7C: Perform Qualitative Risk Analysis

Topic 7D: Perform Quantitative Risk Analysis

Topic 7E: Develop a Risk Response Plan

Lesson 8: Planning Project Costs

Topic 8A: Estimate Project Costs

Topic 8B: Estimate the Cost Baseline

Topic 8C: Reconcile Funding and Costs

Lesson 9: Planning Project Procurements

Topic 9A: Plan Project Procurements

Topic 9B: Prepare a Procurement SOW

Topic 9C: Prepare a Procurement Document

Lesson 10: Planning for Change Management and Transitions

Topic 10A: Develop an Integrated Change Control System

Topic 10B: Develop a Transition Plan

Lesson 11: Managing Project Execution

Topic 11A: Direct Project Execution

Topic 11B: Execute a Quality Assurance Plan

Topic 11C: Assemble the Project Team

Topic 11D: Develop the Project Team

Topic 11E: Manage the Project Team

Topic 11F: Distribute Project Information

Topic 11G: Manage Stakeholder Relationships and Expectations

Lesson 12: Managing Project Procurement

Topic 12A: Obtain Responses from Sellers

Topic 12B: Determine Project Sellers

Lesson 13: Monitoring Project Performance

Topic 13A: Monitor and Control Project Work

Topic 13B: Manage Project Changes

Topic 13C: Report Project Performance

Lesson 14: Monitoring and Controlling Project Constraints

Topic 14A: Control the Project Scope

Topic 14B: Control the Project Schedule

Topic 14C: Control Project Costs

Topic 14D: Manage Project Quality

Lesson 15: Monitoring Project Risks and Procurements

Topic 15A: Control Project Risks

Topic 15B: Manage Vendors and Procurements

Lesson 16: Performing Project Closure

Topic 16A: Deliver the Final Product

Topic 16B: Close Project Procurements

Topic 16C: Close a Project