



Bottom-Line IT Project Leadership - Advanced Course

Outline

Day 1

Program Overview

- Introduce course/PCI/staff
- Course Objectives
- Course Content
- Agenda

PMI® Introduction

- 5 Process Groups
- 9 Knowledge Areas

SEI Introduction

- Background
- 5 levels of maturity
- Benefits
- Organizational responsibilities in a CMM organization

Team formation and team leadership

- Expectations
- Self introduction
- Team building model
- Team roles
- Team exercise

Case Study/Simulation

- Pre-reading review
- Case study discussion
- Simulation overview

5 Step IT Project Process

- Analyze
- Organize
- Resource
- Implement
- Close-out

Software Development Process

- Generic Model
- Customized in customers environment

Requirements Gathering

- Approach
- Prototyping
- Ways to model
- Ways to collect

Customer Debrief

- Business requirements
- Project requirements

Software Planning

- Project Plan Deliverables
- Scope statement
- WBS
- MS Project Template

Resource Planning

- Human Resource Processes
- Resource challenges
- Productivity factors
- Rolling wave resource Plan

Management Decisions

- Time allocations
- Project start-up choices

Complete Week 1

Day 2

Resource leveling

- Why level resources
- Different models

Procurement Process

- PMI® view
- SEI view
- Procurement information
- Vendor selection

Risk Management

- Top 10 software risks
- Why focus on risk
- Risk process

Software Quality Assurance

- QA processes
- Quality Planning
- Quality Control

Monitor and Control the Project

- Performance tracking
- Earned value
- Qualitative analysis
- Toll gates

Process Linkages

- Quality indicators
- Productivity indicators
- Predictability indicators

Management Reporting

- Corrective action plans
- Key Performance Indicators

Complete Week 8



Day 3

Communications Management

- PMI® processes
- Communications plan

Mid Project Review

- Good decisions
- Bad decisions
- Changes to be made

Configuration Management and Change Control

Complete Simulation

- 14 week project completed
- Close-out of project

CMM Tips

- How to become repeatable
- What do we need for success
- General guidelines

Turnover and Customer Support

Final Presentation

- Each team reviews lessons learned and how to apply the classroom experience to future projects

Course Evaluations

