



## Information Sheet

# Short Programme in Fundamentals of Project Management

### About the Short Programme

Project Management is a special management technique designed to manage projects and is the application of knowledge, skills, tools and techniques to project activities in order to meet the project requirements. This programme will assist the learner in obtaining the necessary knowledge and learn the essential skills to become a qualified project manager. All Centurion Academy Short Programmes are non-credit bearing.

### Who should attend this Programme?

- Project Managers and project team members who are new to the field of project management
- Project team members with limited experience and knowledge of managing projects
- Small & medium business entrepreneurs involved in projects or as suppliers to projects

### Admission Requirements

- Proficient in the English language.

### Programme Outline

- Introduction to Project Management
- Types of Management and the role of a Project Manager
- Project Leadership structure and teams
- The Project Life Cycle
- Project Planning and Methodology
- Project selection and stakeholder management
- Feasibility, Charter and Build method
- Scope and schedule management
- Work breakdown Structures
- Critical Path Methods and Gantt charts
- Procurement and resource planning and Management
- Execution, Monitoring and Control
- Project Acceleration and Risk Management
- Quality Management
- Meetings and Communication



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\*\*\*PLATINUM\*\*\*

### Duration

The programme duration is 48 hours and the tuition is face-to-face. Each Centurion Academy campus has a different tuition schedule. Programmes are offered during the week, in the evenings, or on Saturdays. Please enquire at your nearest campus.

### Certification

Upon successful completion of the short programme, the student will receive a **Short Programme Certificate in Fundamentals of Project Management** (non-credit bearing) from Centurion Academy.

### Further studies

Short Programme in Advanced Project Management or the Occupation Certificate: Project Manager NQF L5 (101869)

