

BSBPMG511A

Manage Project Scope

Course Duration

Face to face: 1 day

PDU's: 8

Course Objectives

Manage Project Scope aims to provide participants with the performance outcomes, skills and knowledge required to determine and manage project outcomes. It covers project authorisation, developing a scope management plan, and managing the application of project scope controls.

The participants will learn principles of project scope management and how to manage scope using elements such as; conducting project authorisation activities; conducting project scope definition activities and manage application of scope control.

This **one (1) day** course will give participants a solid understanding of managing the project scope, structured around the Manage Project Scope knowledge area of the *Project Management Body of Knowledge (PMBOK®) Guide* 5th Edition.

Learning Outcomes

- Develop and confirm procedures for project authorisation with an appropriate authority as the basis for future project management activity and the commitment of resources and effort.
- Obtain authorisation to expend resources.
- Identify project objectives, deliverables, constraints, exclusions, assumptions and principal work activities.
- Establish measurable project benefits and outcomes to enable evaluation of project performance.

Register for this course

Return a scanned copy of this page to:

info@im.edu.au – Australia

info@bluevisions.ae – UAE + MENA

infor@bluevisions.co.id – Indonesia + All of Asia

Or contact us at one of the locations below.

No. Of Participants

Contact Details

First Name : _____

Surname : _____

Company : _____

Phone : _____

Email : _____

Preferred City

Preferred Month

Contact Us

Australia Wide: 1300 988 899

Beijing: +8610 8587 2353

Doha: +974 4452 8175

Indonesia: +6221 2555 8789

Singapore: +65 6725 6365

UAE (all Emirates) : +971 4 452 3399

- Establish agreement to a shared understanding of desired project outcomes with relevant stakeholders.
- Develop and implement scope management plan.
- Implement agreed scope management procedures and processes.
- Manage the impact of scope changes within established time, cost and quality constraints according to change control procedures and to meet project objectives.
- Review progress and record results to assess the effectiveness of scope management procedures.
- Identify and document scope management issues and recommended improvements, and pass on to higher authority for application to future projects.

Delivery Strategy

This **one (1) day** program is engaging and will be led by our experienced trainers who have combined management experience and academic excellence.

Our program design and delivery is based on adult learning principles and experiential learning.

Participants will receive a *state-of-the-art* student manual with all reference material, PowerPoint presentations and activities, as well as the formal assessment.

RPL and Credit Transfer

Institute of Management can formally recognise a student's existing level of skills and knowledge in two ways:

- Recognition of prior learning (RPL).
- Credit transfer.

Audience

This course is targeted at those who are employed as:

- Project team member
- Project administrator
- Project analyst
- Project assistant
- Project coordinator
- Project officer
- Small business operator in a wide range of industries
- Project records officer
- Project support
- Communications liaison
- Contracts officer
- Estimator and scheduler
- Quality officer

PROGRAM OUTLINE

Day One

- Project Authorisation.
- Project Need and Feasibility.
- Scope Definition.
- Understanding Project Scope Management.
- What is 'Scope Creep'.
- Planning Project Scope.
- Stakeholder Analysis.
- Producing a Project Scope Statement.
- Creating a Work Breakdown Structure (WBS).
- Project Scope Change Control.
- Tracking Scope Change.