

交大 PMP 暨經營管理人才培訓班【第二十六屆】課程時間表

PART I : THE REVIEW OF PROJECT MANAGEMENT KNOWLEDGE AREAS	
3/21 (八小時) 講師	THE PROJECT MANAGEMENT FRAMEWORK <ul style="list-style-type: none"> • Definitions of Project & Project Management • Project Management vs. General Management • Structure of the PMBOKR Guide • Areas of Expertise • Project management context • The project life cycle • Project stakeholders • Organizational influences
	STANDARD FOR PROJECT MANAGEMENT <ul style="list-style-type: none"> • Project Management Processes • Project Management Process Groups • Process Interactions • Project Management Process Mapping
	PROJECT INTEGRATION MANAGEMENT <ul style="list-style-type: none"> • Develop Project Charter • Develop Preliminary Project Scope Statement • Develop Project Management Plan • Direct and Manage Project Execution • Monitor & Control Project Work • Integrated Change Control • Close project
	3/22 (六小時) 金融業專案管理應用-金控捆綁商品開發與金融業 BPR 方進義 跨國企業經營 陳光華
3/29 (七小時) 講師	PROJECT SCOPE MANAGEMENT <ul style="list-style-type: none"> • Scope Planning • Scope Definition • Create WBS • Scope Verification • Scope Control
	PROJECT TIME MANAGEMENT <ul style="list-style-type: none"> • Activity Definition • Activity Sequencing • Activity Resource Estimating • Activity Duration Estimating • Schedule Development • Schedule Control
	PROJECT COST MANAGEMENT <ul style="list-style-type: none"> • Cost Estimating

	<ul style="list-style-type: none"> • Cost Budgeting • Cost Control
	PROJECT QUALITY MANAGEMENT
	<ul style="list-style-type: none"> • Quality Planning • Perform Quality Assurance • Perform Quality Control • Responsibilities and Costs of Quality
4/12 (七小時) 講師	PROJECT HUMAN RESOURCE MANAGEMENT
	<ul style="list-style-type: none"> • Human Resource Planning • Acquire Project Team • Develop Project Team • Manage Project Team
	PROJECT COMMUNICATION MANAGEMENT
	<ul style="list-style-type: none"> • Communications Planning • Information Distribution • Performance Reporting • Manage Stakeholders
	PROJECT RISK MANAGEMENT
	<ul style="list-style-type: none"> • Risk management Planning • Risk Identification • Qualitative Risk Analysis • Quantitative Risk Analysis • Risk Response Planning • Risk Monitor and Control
	PROJECT PROCUREMENT MANAGEMENT
	<ul style="list-style-type: none"> • Plan Purchases and Acquisitions • Plan Contracting • Request Seller Responses • Select Sellers • Contract Administration • Contract Closure
PART II : PROJECT MANGEMENT PROCESS and PMP TEST OVERVIEW	
4/19 (七小時) 講師	INTRODUCTION
	<ul style="list-style-type: none"> • PMP exam overview • PM processes matrix analysis • Types of questions • Sample questions practice & discussion
	Initiating Process

	<ul style="list-style-type: none"> • Conduct Project Selection Methods • Define Preliminary Scope of the Project • Document Project Risks, Assumptions, and Constraints • Identify and Perform Stakeholder Analysis • Develop Project Charter • Obtain Project Charter Approval • 1st Practice Test and Problem Solver
	<p>Planning Process</p>
	<ul style="list-style-type: none"> • Define and Refine Record Requirements, Constraints and Assumptions • Create the WBS • Define the project performance baseline • Identify Project Team and Define Roles and Responsibilities • Identify Risks and Define Risk Strategies • Develop the project management plan • Obtain Plan Approval • Conduct Kick-off Meeting • 2st Practice Test and Problem Solver
	<p>Executing Process</p>
	<ul style="list-style-type: none"> • Execute Tasks Defined in Project Plan • Ensure Common Understanding and Set Expectations • Implement the Procurement of Project Resources • Manage Resource Allocation • Implement Quality Management Plan • Implement Approved Changes • Implement Approved Actions and Workarounds • Improve Team Performance • 3st Practice Test and Problem Solver
<p style="writing-mode: vertical-rl; text-orientation: upright;">4/26 (七小時)</p> <p style="writing-mode: vertical-rl; text-orientation: upright;">講師</p>	<p>Controlling Process</p>
	<ul style="list-style-type: none"> • Measure Project Performance • Verify and Manage Changes to the Project • Ensure Project Deliverables Conform to Quality Standards • Monitor all Risks • 4st Practice Test and Problem Solver
	<p>Closing Process</p>
	<ul style="list-style-type: none"> • Formalize Final Acceptance for the Project • Obtain Financial, Legal, and Administrative Closure • Release Project Resources • Identify, Document and Communicate Lessons Learned • Create and Distribute Final Project Report • Archive and Retain Project Records • Measure Customer Satisfaction • 5st Practice Test and Problem Solver
	<p>Professional Responsibility</p>
	<ul style="list-style-type: none"> • Ensure Individual Integrity

- **Contribute to the Project Management Knowledge Base**
- **Enhance Personal Professional Competence**
- **Promote Interaction Among Stakeholders**
- **6st Practice Test and Problem Solver**

FINAL REVIEW

- **The Matrix Game**
- **Common Technique**
- **What to be done in the next 3 months**
- **One Day before the exam**
- **During the exam**
- **Q&A**

PART III：分組/自行研讀及考前輔導

- 1、定期舉辦座談會、邀請學長/姐進行「考試心得分享」及「報考 PMP 專案資歷填寫說明」
- 2、二次學員實力分析、一般專案管理諮詢、並提供無限次數回班上課