Effective Project Management with 3 major execution models:

- Overview of some of the industry wide adopted effective Project Management (PM) skills set and
- Comparison overview of Agile-Scrum & traditional Water-Fall PM models and
- Overview of offshore & onsite PM model

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Course objectives for this professional online training course:

To teach you/student on the following list of topics, to assist you on the expansion

of student knowledge base & exposure in the soft skills set area primarily

focusing on the some of the most commonly adopted Project Management skills set,

PM models & presentation techniques as listed below:

- To introduce you/student to the overview of Project Management (PM) skills set.
- To educate you/student on the importance of effective PM skills set in any IT Companies.
- To educate you/student on the criticality of effective PM skills set from student Professional career growth perspective.
- To educate you/student on the applications/usage of effective PM skills set across multiple IT
  functional domains.
- To educate you/student on the overview of some of the most commonly used effective PM
  skills set along with relevant real work life example scenarios.
- To educate you/student on the overview of effective communication + Presentation + Meeting management skills set, along with relevant real work life example scenarios.
- To educate you/student on the applications/usage of effective Presentation techniques skills set,
  across multiple IT functional domains.
- To educate you/student on the comparison overview of traditional Water-fall & Agile-Scrum
  PM models.
- To educate you/student on some of the best practices which can be used for on the adaptation

of Agile-Scrum PM model.

- To educate you/student on the overview of Offshore & Onsite PM Model.
- To educate you/student on the commonly used software toolkit for conducting Technical

  Presentation by the IT professionals of Technical/engineering line.
- To educate you/student on the commonly used software toolkit for conducting Business
  Presentation by the IT professionals of Business line.
- To educate you/student on the practical usage of some of the effective PM skills set
  + By means of 10 different Project use case studies in combination with real work life example

      scenarios, recommended Etiquettes, effective techniques & tools,
  + With a core objective of improvement of effectiveness of student in the PM

      skills set, PM models as well as presentation areas, as stated below:

  (1) Project Quality review,
  (2) Best project management practices for the Effective Oral Communication
  (3) Best project management practices for the Effective Written Communication,
  (4) Best project management practices for the Effective Visual Communication,
  (5) Effective presentation techniques in the scope of cross-cultural, cross-functional &
      Global teams,
  (6) Best project management practices for the Effective presentation,
  (7) Best project management practices for stakeholder's engagement for influencing
      decision making,
  (8) Best project management practices for the effective Management of customer
      pain &

      pleasure product usage experience,
  (9) Post-mortem analysis
  (10)   Best project management practices in the scope of offshore & onsite PM
          model:

  ➢ Time zone difference,
  ➢ Day light savings,

  ➢ Criticality of setting clear expectations to offshore team(s),

  ➢ Dependency factor of timely offshore team status reporting for the onsite team
     lead

**Following table provides you the list of some of the most commonly adopted
Project management**

skills set & their associated commercial applications which are very essential for student soft skill set

improvement and are being covered as part of this training course:

Soft Skills set.	Commercial Applications (i.e. real work life example scenarios)
1) Agile-Scrum, Water-Fall and offshore & Onsite PM models in the scope of PDLC, 2) Effective communication & presentation, 3) stakeholder management, 4) Customer management, 5) PM toolkit(s), 6) Project Quality review, 7) Project post-mortem analysis,	Expected list of core competency from: i) any IT job interview candidate, ii) any new hire in the IT companies, iii) any IT working professional of junior to mid to senior levels,
8) Overview of Oral communication	i) Face to face 1x1 meeting with Manager, ii) Face to face local project group meeting
9) Overview of Written communication	i) Email, online chatting, ii) Physical documents: employment letter, iii) Digital/web documents: Presentation materials
10) Overview of Visual communication	i) Technical/patent publications at company website and/or any open standard website such as IEEE, ii) Live broadcast of company wide scope meetings such as All Hands meeting, quarterly based company financial results
11) Overview of effective presentation techniques	i) Project group meeting involving cross-functional, cross-cultural & global teams, ii) Customer conference meeting, iii) Business meetings involving new business requirement gathering, stakeholder engagement, company finance
12) Overview of Microsoft toolkit:	i) Preparation of both Technical & Business presentation materials,

	ii)	project management,
13) Overview of Linux toolkit:	i)	Preparation of both Technical & Business presentation materials,
	ii)	Project management
14) Overview of meeting related tools set:	i)	for conducting global scope technical or business meetings.
15) Overview of collaboration tools:	i)	For the effective way of communication purpose Such as email, online chatting, web