

Corporate Readiness Certificate.



SYLLABUS

Project Management the Kyndryl Way

[25 h]

TRAINERS

tbc

DESCRIPTION OF THE COURSE

The course will cover the essentials of PM Management methodologies and approach widely used in IT outsourcing industry. The basics will be covered with accordance to PMI (PMBok) and Agile guidelines as well as Kyndryl specific Project Management good practices developed internally and commonly used to support all of Kyndryl customers.

REQUIREMENTS

- Fluent English in speech and writing
- Good communication skills
- Analytical thinking
- Knowledge of basic concepts of planning, monitoring and control skills
- Knowledge of business process modeling essentials
- Pro-active participation

REQUIRED BACKGROUND

To successfully complete this course, attendee must:

- participate in the courses (expected attendee's ratio on the level 80%);
- prepare the presentation with the project management team and present it in front of the CRC stream board (condition: every team member of the project's team is supposed to be a presenter)
- pass the theoretical exam at the end of the course

PASSING CRITERIA

the attendee's ratio & project presentation & theory test

ADDITIONAL INFORMATION ON COURSE

IT Project Management services are covered by wide range of methodologies and standards developed over the years by: non-profit, commercial and government organizations.

The most recognized set of good practices PMBoK.

Other standards related to Project Management are: PRINCE2, Agile-SCRUM.

CONTENT & LITERATURE

The trainers will use presentations and handbooks developed for the CRC academic initiative as well as printed case studies presenting real life examples.

TECHNICAL REQUIREMENTS FOR UNIVERSITY

Laptop/Desktop

Headphones

Internet connection

Tested Webex application

COURSE OVERVIEW

1. Corporate orientation & Introduction to PM skill set

- a. What is a project and project management?
- b. Why projects have to be managed?
 - i. Project/program/portfolio
 - ii. Projects vs. operations
 - iii. Project/program/ PMO roles and responsibilities within corporate context
 - iv. Finance aspect

2. Stakeholders' management & collaborative tool

- a. Communication, negotiation, self-starting drive, leadership, roles and responsibilities
- b. Stakeholders' management – process and techniques
- c. Presentation skills and collaboration tools (Mural, Slack and others)

3. Working in virtual environment

- a. Team conflicts and intercultural challenges – case study
- b. Virtual stakeholders – case study
- c. Teleconference in practice – case study

4. Change & Risk management in PM area

- a. Brief Presentation of the change and risk management process
- b. “Handle it!” - Case study

5. PM Methodology – team project + presentation

- a. Project Life Cycle
 - i. Initiation
 - ii. Planning
 - iii. Execution
 - iv. Monitoring & control
 - v. Closing
- b. Tools in Project Management
 - i. Practical knowledge of MS Project

6. Final exam

- a. Presentation of prepared project (case study)
- b. Multiple choice test