COURSE CURRICULUM FOR PM/SM/BA CLASS

PROJECT MANAGEMENT CLASS (REFERENCE PMI & PRINCE2)

- ❖ Introductions/Careers using Project Management skills
- ❖ Project Attributes

1. What is a Projec
2. Characteristics of a Project

- ❖ Case Study 1

3. The Project Management Structure
4. The Project Life Cycle (Initiation, Planing, Implementation & Closing)

- ❖ Case Study 2

5. Introduction to Project Management Knowledge area (Startup/initiation, Project Scope, Project Schedule & Time management, Cost, Quality, Team, Communication)
6. Project Schedule and Planning

- ❖ Case Study 3
- ❖ Resource planning, Resource Estimation, project schedules & Critical paths

7. Quality Planning
8. Communication Plan
9. Risk Management
10. Change Control
11. Project Closure
12. Post Project Evaluation

AGILE PROJECT MANAGEMENT (SCRUM) CLASS

1. Introduction to Agile Project Management
2. The Agile Manifesto
3. Agile Methods (Scrum, Kanban, Extreme Programming, Crystal Clear, Lean, DSDM)
4. Scrum Overview
5. Project Roles
6. Project Teams (Relationship between interested and committed)
7. Primary Roles
8. Specifications in Agile
9. Backlog
10. Estimating Efforts
11. Starting a Sprint
12. Sprint Planning Meeting
13. Scrum Meeting (Daily Stand Up)
14. Burndown & Burn up Charts
15. Finishing a Sprint
16. Sprint Review
17. Kaizen and Sprint Retrospective
18. Tools.

BUSINESS ANALYSIS CLASS (REFERENCE- PMI)

- ❖ Introduction

- What is Business Analysis
- Skillset & Expertise needed for the Business Role
- How organizations Implement Business Analysis
- Relationships between Project Management, Business Analysis and other roles
- Definition of Requirement
- Requirement Types
- Business Analysis Planning
- Requirement Elicitation and Analysis

Traceability & Monitoring

❖ Need Assessment

- Identify Problem or Opportunity
- Identifying Stakeholders
- Investigating problem or Opportunity
- Gathering Relevant Data to Evaluate the Situation
- SMART Goals and Objectives
- SWOT analysis
- Performing Root Cause Analysis
- The Five Whys
- Cause and Effect Diagram

❖ Operation, Feasibility, Technology/System Feasibility

- Most Viable Option
- Cost Benefit Analysis
- Payback Period (PBP)
- ROI
- Internal Rate of Return (IRR)
- Net Present Value (NPV)

❖ Business Analysis Planning

- Business Analysis and Project Management Planning
- Job Analysis
- Persona Analysis
- Understanding How The Project Life Cycle Influences Planning Decisions
- Lesson Learned
- Requirement Prioritization Process

❖ Requirement Elicitation and Analysis

- What it means to elicit information
- Techniques for eliciting information
- How to ask the right questions, Listening, Closing, & Followup
- Prototyping
- Model and Refine Requirements
- Ecosystem Map, Context Diagram, Use Case Diagram, Process Flow, User Story
- Decision Tree & Decision Table
- Entity Relationship Diagram, Data Flow Diagram
- Business Requirement Document

❖ Traceability and Monitoring

- What is Traceability
- Benefits of Tracing Requirements
- The Traceability Matrix
- Relationships and Dependencies
- Relationships of Requirement Baseline, Product Scope and Project Scope
- Maintaining the Product Backlog
- Managing Changes to Requirements

❖ Solution & Evaluation

- Plan for evaluation of solution
- Key Performance Indicators
- Project Metrics, Customer Metrics, Sales & Marketing Metrics, Operational Metrics
- Acceptance Criteria
- Exploratory Testing and User Acceptance Testing
- Expected vs Actual for functionality and Non Functionality Requirements
- Outcome Measurements and Financial Calculation of Benefits
- Evaluating Acceptance Criteria & Address Defects.