

Project Management Mistakes and How to Avoid Them for Project Success - 2 Day

*PDU*s – 13

PMI's Talent Triangle Breakdown

Technical - 12.00

Leadership - 1.00

PMI's Certification Breakdown

PMP/PgMP - 13.00

PMI-ACP - 1.00

PMI-SP - 2.00

PMI-RMP - 2.00

PfMP - 1.00

PMI-PBA - 1.00

Course Description: This course will explore 14 common project management mistakes made during the life cycle of a project. Mistakes are identified; solutions are developed and applied so that these mistakes are manageable or avoided altogether. This course will follow the Project Management Institute's process groups and knowledge areas of the *PMBOK® Guide*. Each student will receive a copy of the book, *21 Deadly Project Management Mistakes* by Dr. Keith Mathis.

Method of teaching: Students will use discussion, cases, and group activities to facilitate the course.

Course Objectives:

Objective 1: Examine the mistake of planning before a customer interview is completed

Objective 2: Examine the mistake of top-down planning

Objective 3: Examine the mistake of vague roles and responsibilities definition

Objective 4: Examine the mistake of little accountability when productivity is low

Objective 5: Examine the mistake of an unrealistic timeline

Objective 6: Examine the mistake of a limited risk analysis

Objective 7: Examine the mistake of a poor communication plan

Objective 8: Examine the mistake of no project audits

Objective 9: Examine the mistake of turf battles

Objective 10: Examine the mistake of not monitoring the critical path

Objective 11: Examine the mistake of conflict with culture and project command

Objective 12: Examine the mistake of overcommitting team members

Objective 13: Examine the mistake of not confronting the status quo

Objective 14: Examine the mistake of no close down plan for ending the project

Project Management Mistakes and How to Avoid Them for Project Success - 3 Day

*PDU*s – 19.5

PMI's Talent Triangle Breakdown

Technical - 18.00

Leadership - 1.50

PMI's Certification Breakdown

PMP/PgMP - 19.50

PMI-ACP - 1.50

PMI-SP - 2.50

PMI-RMP - 2.50

PfMP - 1.50

PMI-PBA - 1.50

Course Description: This course will explore 21 common project management mistakes made during the life cycle of a project. Mistakes are identified; solutions are developed and applied so that these mistakes are manageable or avoided altogether. This course will follow the Project Management Institute's process groups and knowledge areas of the *PMBOK® Guide*. Each student will receive a copy of the book, *21 Deadly Project Management Mistakes* by Dr. Keith Mathis.

Method of teaching: Students will use discussion, cases, and group activities to facilitate the course.

Course Objectives:

Objective 1: Examine the mistake of no established project methodology with fits organizational culture

Objective 2: Examine the mistake of planning before a customer interview is completed

Objective 3: Examine the mistake of top-down planning with little input from those working on the project

Objective 4: Examine the mistake of creating teams with improper skills

Objective 5: Examine the mistake of vague roles and responsibilities definition

Objective 6: Examine the mistake of little accountability when productivity is low

Objective 7: Examine the mistake of an unrealistic timeline

Objective 8: Examine the mistake of a shallow WBS

Objective 9: Examine the mistake of no implementation plan

Objective 10: Examine the mistake of a limited risk analysis

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Objective 11: Examine the mistake of a poor communication plan

Objective 17: Examine the mistake of conflict with culture and project command

Objective 12: Examine the mistake of no project audits

Objective 18: Examine the mistake of overcommitting team members

Objective 13: Examine the mistake of inadequate performance appraisals

Objective 19: Examine the mistake of not confronting the status quo

Objective 14: Examine the mistake of turf battles

Objective 20: Examine the mistake of no close down plan for ending the project

Objective 15: Examine the mistake of not monitoring the critical path

Objective 21: Examine the mistake of not creating a best practices

Objective 16: Examine the mistake of no system to track change orders