

**MONA SCHOOL OF BUSINESS & MANAGEMENT**  
**THE UNIVERSITY OF THE WEST INDIES, Mona**

**COURSE OUTLINE**

**Programme:** Appreciation Series  
**Course Title:** Fundamentals of Project Management [SBSC 6002](#)  
**Contact Hours:** Six (6)

**COURSE OUTLINE:**

This 6-hour certificate course introduces participants to the Fundamentals of Project Management.

**OBJECTIVES:**

At the end of this course, participants should be able to understand:

- The foundational elements necessary for working in, and understanding the discipline of project management.
- The project life cycle, the project management process groups, and the project management knowledge areas.
- The influences from the environment in which projects operate, and their influences on project success.
- The role that the project manager plays in achieving the project's objectives.
- How to direct and manage project work.
- The importance of successfully closing out project work.
- How to develop a project charter.
- How to develop a change management plan.
- Describe the elements of a project management plan.

**COURSE CONTENT:**

- Introduction to project management
- The influences of the project environment
- The role of the project manager
- Developing a project charter

- Overview of a project management plan
- Directing and managing project work
- Managing changes in projects
- Closing the project

#### **EVALUATION & CERTIFICATION:**

- Course grades are based on a combination of individual and group assignments and a multiple-choice test.
- At the end of the course, participants who achieve an overall grade of 50% or more on individual and group assignments will be issued a Certificate of Achievement.
- Participants who achieve an overall grade of less than 50% will be issued a Certificate of Participation.
- In addition, to be eligible for either certificate, participants must be present for the entire workshop.

#### **PRE-REQUISITES:**

- No prior knowledge of Project Management is assumed or required for this course.