

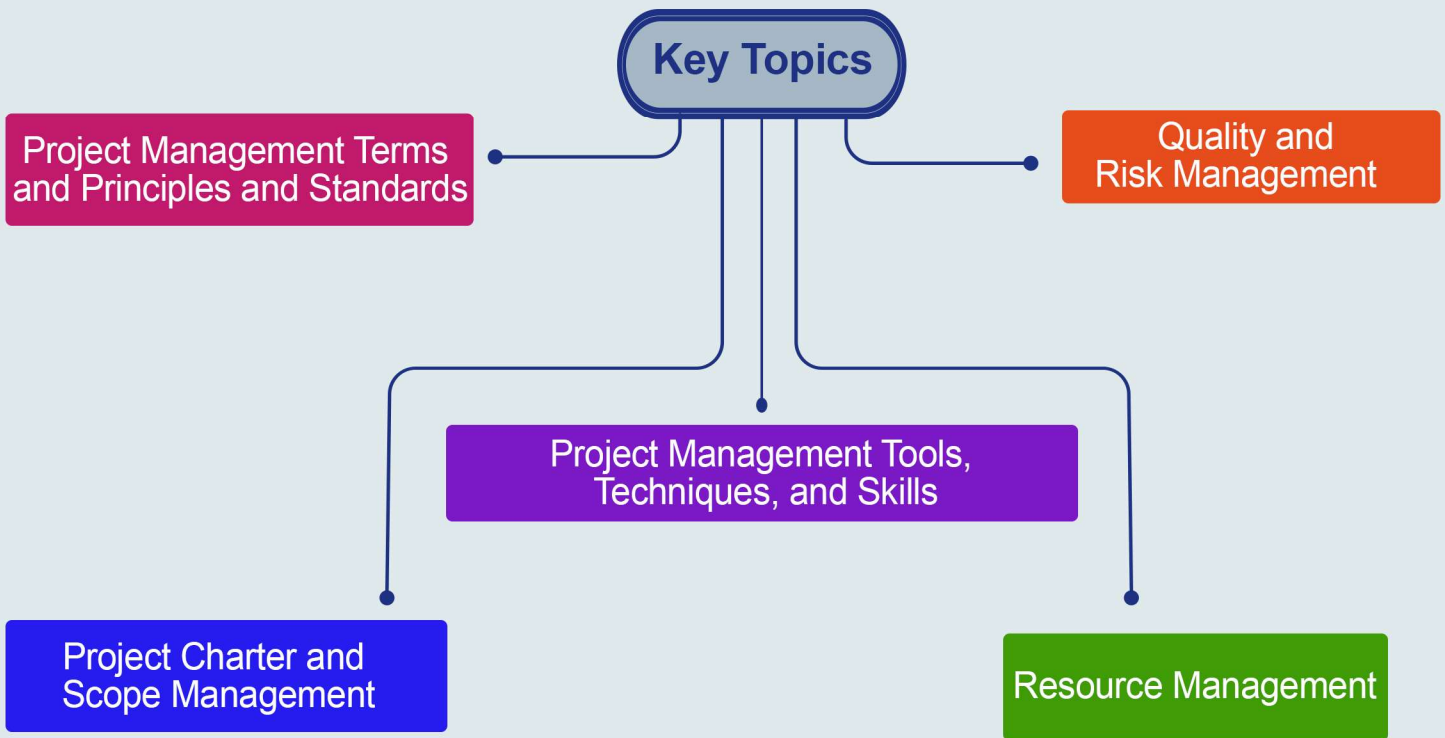
## About the Course

Project management is the process of leading the work of a team to achieve all project goals within the given constraints. This information is usually described in project documentation, created at the beginning of the development process. The primary constraints are scope, time, and budget. This course is mainly designed to prepare ISMS project managers, novice or experienced, with project management skills needed to better manage ISMS projects and guides them through fundamental ISMS project management concepts and behavioral skills needed to success-fully launch, lead, and realize benefits from ISMS projects.

## Learning Objectives



## Key Topics



## Pre Requisites

- ISMS Implementation Methodology Course

## What You Will Receive



Course Presentation File



Complementary Files

ISMS Project Management eBook

## Who Should Attend

- Executives
- CISOs
- Security Specialists
- Security Policy Officers



## Syllabus

### “ “ **Project Management Terms and Principles & Standards**

- o Project Life Cycle
- o Types of Organizations
- o PDCA Cycle

### “ “ **Project Charter & Scope Management**

- o Formally Initiating Projects
- o Project Charters
- o Project Scope Development
- o Work Breakdown Structures
- o Scope Verification and Control

### “ “ **Time and Cost Management**

- o Process Flow
- o Task Lead and Lag Dependencies
- o Resource Breakdown Structures
- o Task Duration Estimating
- o Critical Path Scheduling
- o Cost Estimating Tools
- o Cost vs. Quality
- o Cost Base Lining
- o Earned Value Analysis and Forecasting



## Syllabus

### “ “ **Communications and Human Resources**

- o Acquiring and Developing Your Project Team
- o Organizational Dependencies and Charts
- o Roles and Responsibilities
- o Team Building
- o Conflict Management
- o Interpersonal Communication Skills
- o Communication Models and Effective Listening

### “ “ **Quality and Risk Management**

- o Cost of Quality
- o Quality Metrics
- o Continual Process Improvement
- o Quality Baselines
- o Quality Control
- o Change Control
- o Risk Identification
- o Risk Assessment
- o Time and Cost Risks

### “ “ **Procurement, Stakeholder Management, and Project Integration**

- o Contract Types
- o Make vs. Buy Analysis
- o Vendor Weighting Systems
- o Contract Negotiations
- o Stakeholder Communication and Stakeholder Management Strategies
- o Project Execution
- o Monitoring Your Projects Progress
- o Finalizing Deliverables
- o Forecasting and Integrated Change Control

## Syllabus

### Project Management Tool, Techniques, and Skills

- o Project Management Tool

### Best Practices in IT Project Management Processes

- o Project Management Best Practices

### ISMS Project Management Design, Development, and Deployment

- o Project Definition
- o Develop Work Breakdown Structures (WBS)
- o Establish project estimates and project schedules
- o Project Planning, Estimating and Resourcing
- o Project Roles and Responsibilities
- o Project Issue Management
- o Project Risk Management
- o Project Quality Management
- o Project Change Management
- o Project Controlling and Reporting
- o Terminate a project with a close-out strategy

## Hands-on Training

- Lab 1 – ISMS Project WBS
- Lab 2 – ISMS Project Planning, Estimating and Resourcing
- Lab 3 – ISMS Project Roles and Responsibilities
- Lab 4 – ISMS Project Risk Management
- Lab 5 – Terminate ISMS Project