BSBPMG521A

Manage Project Integration

Course Duration

Face to face: 1 day
PDU's: 8

Course Objectives

Manage Project Integration aims to provide participants with the performance outcomes, skills and knowledge required to integrate and balance the overall project management functions of scope, time, cost, quality, human resources, communications, risk and procurement; and to align and track the project objectives to comply with organisational goals, strategies and objectives.

The participants will learn the principles of Integration Management and apply them in managing a project including; manage all functions of project management; co-ordinate internal and external functions and implement project management activities throughout life cycle.

This **one (1) day** course will give participants a solid understanding that project management involves making trade-offs among competing objectives and alternatives to meet or exceed stakeholder needs and expectations. It is structured around the Manage Project Integration knowledge area of the *Project Management Body of Knowledge (PMBOK®) Guide* 5^h Edition.

Learning Outcomes

- Develop a project plan to integrate all project management functions to achieve outcomes and requirements for time, cost, quality and risk.
- Establish designated mechanisms to control planned activity.
- Manage the project within an established internal working environment to ensure work is conducted effectively throughout the project.
- Maintain established links to align project objectives with organisation objectives throughout the project life cycle.

- Seek assistance, where necessary, from higher project authority to resolve conflicts which may negatively affect project objectives.
- Ensure agreed project phases, approval points and review points occur.
- Report progress against established project baselines to measure performance throughout the project life cycle.
- Implement established finalisation plans, procedures and activities.
- Identify and document integration management issues and recommended improvements, and pass on to higher project authority for application to future projects.

Delivery Strategy

This **one (1) day** program is engaging and will be led by our experienced trainers who have combined management experience and academic excellence.

Our program design and delivery is based on adult learning principles and experiential learning.

Participants will receive a *state-of-the-art* student manual with all reference material, PowerPoint presentations and activities, as well as the formal assessment.

RPL and Credit Transfer

Institute of Management can formally recognise a student's existing level of skills and knowledge in two ways:

- Recognition of prior learning (RPL).
- Credit transfer.

Audience

This course is targeted at those who are employed as:

- Project team member
- Project administrator
- Project analyst
- Project assistant
- Project coordinator
- Project officer
- Small business operator in a wide range of industries
- Project records officer
- Project support
- Communications liaison
- Contracts officer
- Estimator and scheduler
- Quality officer

PROGRAM OUTLINE

Day One

- Project Integration Management Processes.
- Purpose of the Project Charter.
- Project Management Plan Addresses.
- Direct and Manage Project Execution.
- Monitor and Control Project Work.
- Close Project or Phase.
- Close project or Phase Process Overview.
- Perform Integrated Change Control.
- What is a Baseline?
- 7 Baselines and Their Definitions.
- Why is Baseline Management Important?
- Lessons Learned.
- Defining Lessons Learned.
- Typical Lessons Learned Questions.
- Who's Involved in Lessons Learned Session?
- Benefits of Lessons Learned Session.
- Documenting Lessons Learned.
- Project Integration Overview.
- Understanding Attributes of an Effective Project Manager and Effective Team Management.