



Program Management

A program management driven organization has a consistent standardized process in delivering projects in a robust standardized system. Having this system established, understood and utilized creates a real differentiating factor in the marketplace which delivers projects efficiently to stated scope, time, cost and quality targets.

Participants will bring information on specific company projects to be worked on during this training for real application of these concepts, tools and techniques.

- First, the basics of program management are discussed to gain a common understanding of the standard practices, tools and techniques that are utilized in multiple industries. Team interactions with clearly defined roles and responsibilities are emphasized.
- Next, participants will focus on Scope, Time, Cost, Quality, Change and Risk Management subjects understanding the standard practices, tools and techniques that are applied. Leadership skills and techniques are explored and tuned to the organizational culture.
- Lastly, participants will build specific tools to fully understand Scope, Time, Budget, Change and Risk's impact on company projects. There is also a discussion on Human Resources, Communication and Procurement subjects.



Course Syllabus

I IDENTIFYING INFORMATION

Course:	Program Management
Prerequisite:	Understanding of managing complex projects
Time Frame:	40 total contact hours
Instructor:	Daryl Patrishkoff, PMP Chief Executive Officer, CPS BS in Vocational Industrial Education MA in Business Management 30 years in the product design engineering profession 20 years managing sales, operations & plant business units
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II REFERENCE MATERIALS

1. A Guide to the Project Management Body of Knowledge 4th Edition, by PMI
2. Design for Six Sigma, by Kai Yang
3. Advanced Product Quality Planning and Control Plan, 2nd Edition by AIAG
4. Potential Failure Mode and Effects Analysis, 4th Edition by AIAG
5. Production Part Approval Process, 4th Edition by AIAG
6. Measurement Systems Analysis, 3rd Edition by AIAG
7. Statistical Process Control, 2nd Edition by AIAG
8. Complete fundamentals of Project Management as outlined by the industry standard from the Project Management Institute (PMI). www.pmi.org

III COURSE GOALS AND OBJECTIVES

1. Understand and interpreting program management principals
2. Understand and interpreting project scope
3. Understand and interpreting project timing
4. Understand and interpreting project and product budget
5. Understand and interpreting stated project quality targets
6. Understand and interpreting project integration
7. Understand project human resource, communication, risk and procurement
8. Understand the impact of change to a project



IV METHODOLOGY

This course is a micro view of project management, dealing with detailed interpretation of meanings and applications as applied to executing company projects. Each module will introduce new material that will prepare the student for the projects to be completed.

Lectures

Each detailed subject will be presented in a lecture format outlining the theory and standardized accepted methodology. A PDF file of the lecture material will be provided for the student's personal use as reference material. Lecture note outlines will be distributed to the students for each lecture to help the student capture personal notes. A short video showing the concept covered and a discussion regarding application.

Specific Industry Examples

Real life industry examples will be covered that detail out the application of the theory to demonstrate how different companies apply these tools and techniques. This will give the students a clear understanding of how and why these techniques are utilized at different companies and industries in different manners.

In-Class Assignments

Using the theory and industry examples the student will conduct several projects that outline each key principal on in-class projects. These projects will increase in complexity as the students further develop their skills in applying these tools and techniques. The students will present their work to the group for review and discussion.

Specific Company Application

As a summary of the training we will apply these tools and techniques on a specific company project that is currently in development by the students. This will build a standard methodology on how to appropriately apply project management at your company.



V COURSE OUTLINE & ASSIGNMENTS

Module 1

Introduction to Program Management	PowerPoint lecture
Introduction to the Project Management Institute	PowerPoint lecture
Project Management Professional (PMP) Certification	PowerPoint lecture
Project Scope	PowerPoint lecture
In-Class Assignment, Scope Document	Complete & present
Group Project	PowerPoint lecture

Module 2

Project Timing	PowerPoint lecture
In-Class Assignment, Timing Chart	Complete & present
Product & Project Budget	PowerPoint lecture
In-Class Assignment, Product & Project Budget	Complete & present
Defining Quality Targets	PowerPoint lecture
In-Class Assignment, Quality Targets	Complete & present

Module 3

Project Integration	PowerPoint lecture
In-Class Assignment, Integration	Complete & present
Project Human Resources	PowerPoint lecture
In-Class Assignment, Human Resources	Complete & present
Project Communications	PowerPoint lecture
In-Class Assignment, Communications	Complete & present
Project Procurement	PowerPoint lecture
In-Class Assignment, Procurement	Complete & present

Module 4

Group Project Presentations	Presentations
Risk Management	PowerPoint lecture
Industry Example – Manufacturing	PowerPoint lecture
Industry Example – Services	PowerPoint lecture
Industry Example – Original Equipment Manufacturer	PowerPoint lecture

Module 5

House of Quality and Key Product Characteristics (KPC)	PowerPoint lecture
Change Management	PowerPoint lecture
Specific Application of Program Management Principals	PowerPoint lecture
Company Specific Group Projects	Complete & present