Training course outline

ITU and Sudatel Telecommunications Academy (SUDACAD)

Title	Project Management for ICT
Modality	Face-to-Face
Dates	11-15 Sept. 2022
Duration	5 Days
Registration deadline	10 Sept. 2022
Training fees	150$
Description	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.
Code	22WS28128ARB-A

1. LEARNING OBJECTIVES

This training aims to provide the participants with Tools and Techniques to manage ICT projects.

By the end of this program the participant will be equipped with an advanced understanding of the project management applied to ICT projects, Participant will move forward towards achieving their Project Management Credentials.

2. LEARNING OUTCOMES

By the end of this training, participants should be able to have:

- Introduction to ICT Project Management.
- The Project Management Process and Life Cycle, Objective setting, and links with Business Strategy.
- Project Planning Tools and Techniques (Critical Path Method & Critical Chain Analysis),
- Project Planning using Microsoft Project (practical session in lab.).
- Leadership and Team building in a virtual organization structure.
- Financial Analysis of projects and cost estimates.
- Risk analysis and management, value management, engineering and contingency planning.
- Managing Change, Change Control and Managing Quality.
- Monitoring & Control, Earned Value Analysis of Projects.
- Project organization structures, Stakeholder management and Supply Management.

3. TARGET POPULATION

This training course targets Professional from ICT Sectors, Telecom Operators Project leaders, Program Managers, Project Managers, Project team members, Functional Managers, Engineers, Private Business Owners, Team Leaders, Strategic and business Planners. Other institutions and individuals who are interested in having an overview of Project Management are also welcomed to participate in this training course.

4. ENTRY REQUIREMENTS

This course requires solid understanding of business cases and risk management processes. expert knowledge to meet specific circumstances. Proven project management and self-management skills. strong leadership skills.

5. TUTORS/INSTRUCTORS

Name of tutor(s)/instructor(s)	Contact details
Eng. Lemya Musa Mohamed PMP, PMI-PBA, M.Sc, B.Sc Architecture	ceo@scees.org ceo@thebaselines.com Tel: +249912501132

6. TRAINING COURSE CONTENTS

- Project Management Start ups
- Project Management Concept.
- PM Process and Life Cycle
- Project and Strategic Planning.
- ICT Case Study
- Organization Structure.
- Initiating Process Group.
- Planning Tools and Techniques
- Planning Tools and Techniques CPM CCM.
- Financial Analysis
- Managing Change and Quality
- Ms Project LAB.
- Project and Strategic Planning
- ICT Case Study.
- Organization Structure
- Initiating Process Group
- Field Work Assignment.
- Risk Analysis and Case Studies
- Executing Process.
- Leadership and Teambuilding.

- Monitoring & Control
- Earned Value Management

7. TRAINING COURSE SCHEDULE (Khartoum Time)

Date for 1st day	Time ; Start time	Topics
11/Sept./2022	09:00 - 09:30	• Record Attendance. • Setting the Rules.
	09:30 - 11:00	• Pre Test • Project Management Startups • Project Management Concept
	11:00 - 11:30	• Break
	11:30 - 14:00	• PM Process and Life Cycle • Project and Strategic Planning

Date for 2nd day	Time; Start time	Topics
12/Sept./2022	09:00 - 09:30	• Record attendance.
	09:30 - 11:00	• ICT Case Study • Organization Structure
	11:00 - 11:30	• Break
	11:30 - 14:00	• Initiating Process Group

Date for 3rd day	Time; Start time	Topics
13/Sept./2022	09:00 - 09:30	• Record attendance.
	09:30 - 11:00	• Planning Tools and Techniques • Planning Tools and Techniques CPM CCM
	11:00 - 11:30	• Break
	11:30 - 14:00	• Financial Analysis • Managing Change and Quality • Ms Project LAB

Date for 4th day	Time; Start time	Topics
14/Sept./2022	09:00 - 09:30	• Record attendance.
	09:30 - 11:00	• Project and Strategic Planning • ICT Case Study
	11:00 - 11:30	• Break
	11:30 - 14:00	• Organization Structure • Initiating Process Group • Field Work Assignment

Date for 5th day	Time; Start time	Topics
15/Sept./2022	09:00 - 09:30	• Record attendance.
	09:30 - 11:00	• Risk Analysis and Case Stdudies • Executing Process. • Monitoring & Control • Earned Value Management
	11:00 - 11:30	• Break
	11:30 - 14:00	• Leadership and Teambuilding. • Closing Project • Assignment Evaluation & Discussion • Closing Ceremony. • Group Picture.

8. METHODOLOGY (Didactic approach)

• Instructor-Led Class Lectures and presentations– Slides.
• Reviews and Revisions.
• Case Studies.

9. EVALUATION AND GRADING

Participants will be evaluated according to:

• Active interaction in the group exercises and discussions.
• Planned Quizzes.
• Dedication in attending the sessions.

Grading will take into consideration attendance (30%) and a final overall exam (70%).
IMPORTANT: a passing mark of 60% is required for obtaining a completion certificate.

10. TRAINING COURSE COORDINATION

Course coordinator:	ITU coordinator:
Ms. Sara Elmakki Planning & Development Dept., SUDACAD Mobile: +249 11 7947230 Tel: +249 183 490 999 Email: saraab@sudatel.sd	**Mr. Ahmed El Raghy** Senior Advisor ITU Arab Regional Office Tel: +202 3537 1777 Mobile: +201005281908 Fax: +202 3537 1888 Email: ahmed.elraghy@itu.int