



School of Management



The IIE Project Management and Administration Short Learning Programme (IIE Distance)



Introduction

The purpose of this Short Learning Programme (SLP) is to provide students with foundational and practical knowledge of the nature of project management, the project management life cycle, project administration and communication, project plans and contemporary project management tools.

Who should attend?

This SLP is specifically designed for:

- Individuals wishing to demonstrate knowledge and understanding of the nature of project management.
- Individuals wishing to apply knowledge of the project management life-cycle to administrative and communicative contexts.
- Individuals wishing to demonstrate practical knowledge of project plans.
- Individuals wishing to use contemporary project management tools to initiate, plan, execute and close a project.

Entrance requirements

Students should meet the following requirements:

- Be proficient in English.
- Preferably have three to four years work experience.
- Must be able to engage in self-directed study.



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Programme content

Introduction to Project Management Structures
Project Management within Organisations
Project Management Life Cycle
Project Feasibility and Selection
Project Stakeholders
Project Team and Communications Management
Project Management Planning
Project Charter
Project Scope Management
Project Work Breakdown Structure (WBS)
Project Management Tools and Technologies
Project Schedule and Time Management
Project Human Resources
Project Cost and Procurement Management
Risk Management in Projects
Project Control and Project Closing

Duration

Duration varies depending on the start date selected. As an IIE distance student you will receive all your support online from your dedicated IIE Varsity College Online tutor.

Details are correct at the time of printing
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