



**Academic Year 2019-2020**

**Syllabus**

**Project Management**

**Quardan Zaid**

PMD Pro: Is an introductory course during which participants demonstrate an understanding of the principles and terminology of project management within the context of international development projects.

Suitable for:

The PMD Pro qualification is intended for:

- Project managers working in the sector who wish to gain a professional qualification
- Consultants/contract staff operating in the international humanitarian sector
- New and experienced project staff in the international humanitarian sector
- People who are interested in pursuing a career in the humanitarian or international development sector but with little or no previous experience.
- Project managers who are new to project management or new to the humanitarian or international development sector
- The examination can be taken in English or Arabic (Among other languages)

Course covers:

The course covers the following topics:

- Projects and the project life cycle including why projects fail
- Project identification and design including an overview of needs assessment, stakeholder analysis, problem and objective trees and log frames
- Project initiation
- Project planning including work breakdown structures, network analysis and GANTT charts
- Project implementation including RACI and HR plans
- Project monitoring, evaluation and control including M&E plans, SMART indicators and change plans
- End of project transition.

Course outcomes:

By the end of the course participants will be able to:

- State the major roles and responsibilities of the project manager throughout the project life cycle

- State the relationships between the phases and deliverables of the project life cycle
- State the major sector-specific contextual factors that are unique to the work of project teams in the international development and humanitarian sectors.