Welcome to ASTD's Project Management for Learning Professionals Certificate Program

Course Objectives

By the end of this course, you will be able to:

- Define roles of the project manager, the project sponsor and other key people in a learning project
- Build a stakeholder communication plan
- Document business objectives of the learning event project
- Document learning objectives of the learning event
- Document the risks and constraints of a learning event project
- Document the scope of the learning event project
- Build a project charter
- Accurately estimate work effort for a project
- Create a Work Breakdown Structure (WSB) to uncover the activities needed to complete a project
- Create critical path networks and Gantt (bar) charts to manage the project schedule and resource allocation
- Build a project plan for a new learning event development, course, acquisition, or contracted training project
- Choose the appropriate activities for each project
- Estimate the cost of training projects
- Adjust critical path networks and use Gantt (bar) charts with actual status results to manage the project schedule and resource allocation
- Perform a post project review for every project to ensure the knowledge management of project intellectual capital

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