

Project Management Skill

Subject Code – SEC201

Unit No And Name	DETAILED COURSE CONTENT
1. Introduction	1.2 Meaning of Project
	1.3 Definition and No Change Mode
	1.4 Features of a Project
	1.5 Types of Projects
	1.6 Benefits of Project Management
	1.7 Obstacles in Project Management
	1.8 Project Management – A Profession
	1.9 Project Manager and His Role
	1.10 Project Consultants
	1.11 What is Operation?
	1.12 Difference between Project and Operation
	1.13 What is Process in Project Management and Process Groups?
	1.14 What is Scope? Difference between Project Group Objectives and
	1.15 Project Scope
2. Project Administration	2.1 Essentials of Project Administration
	2.2 Project Team
	2.3 Project Design
	2.4 Work Breakdown Structure (WBS)
	2.5 Project Execution Plan (PEP)
	2.6 Contracting Plan
	2.7 Work Packing Plan
	2.8 Organization Plan
	2.9 Systems and Procedure Plan
	2.10 Project Procedure Manual
	2.11 Project Diary

	2.12 Project Execution System
	2.13 Project Direction
	2.14 Communication in a Project
	2.15 Project Co-ordination
	2.16 Pre-requisites for Successful Project Implementation
3. Project Lifecycle	3.1 Introduction
	3.2 Phases of Project Life Cycle
	3.3 Project Management Life Cycle – General
	3.4 Project Planning
	3.5 Project Execution
	3.6 Project Closure
	3.7 Project Risks
	3.8 Types of Risks: Illustrations
	3.9 Risk Assessment Techniques with Illustrations
	3.10 Project Cost Risk Analysis
	3.11 Estimating Time and Cost Overrun Risks
	3.12 Organization/Procedural/Systemic Reasons for Project Cost Overruns
	3.13 Time Overruns
4. Project Planning, Scheduling and Monitoring	4.1 Introduction
	4.2 Nature of Project Planning
	4.3 Need for Project Planning
	4.4 Functions of Project Planning
	4.5 Steps in Project Planning
	4.6 Project Planning Structure
	4.7 Project Objectives and Policies
	4.8 Tools of Project Planning
	4.9 Project Scheduling
	4.10 Time Monitoring Efforts

	4.11 Bounding Schedules
	4.12 Scheduling to Match Availability of Manpower
	4.13 Scheduling to Match Release of Funds
	4.14 Problems in Scheduling Real-life Projects
	4.15 Introduction
	4.16 Situation Analysis and Problem Definition
	4.17 Setting Goals and Objectives
	4.18 Generating Structures and Strategies
	4.19 Implementation
	4.20 What is Project Evaluation?
	4.21 Why is Project Evaluation Important?
	4.22 What are the Challenges in Monitoring and Evaluation?
5. Project Control, Review and Audit	5.1 Introduction
	5.2 Projected Control Purposes
	5.3 Problems of Project Control
	5.4 Gantt Charts
	5.5 Milestone Charts
	5.6 Critical Path Method (CPM)
	5.7 Construction of a Network
	5.8 Network Technique in Project Scheduling
	5.9 Crashing Project Duration through Network
	5.10 Project Review
	5.11 Initial Review
	5.12 Post Audit
	5.13 Performance Evaluation
	5.14 Abandonment Analysis

	5.15 Objectives of Project Audit
	5.16 Functions of Project Auditor
	5.17 Project Audit Programme
	5.18 Difficulties in Establishing Audit Purpose and Scope
6. Digital Project Management	6.1 Digital Technology trends in Project management
	6.2 Cloud Technology, IoT, AR and VR applications in Project management, Smart Cities
	6.3 Data Science and Analytics in Project Management
	6.4 Case Studies

SUGGESTED LEARNING RESOURCES

Sl No.	Author	Title of Books	Publication/Year
1	Dr. Lalitha Balakrishnan & Dr. Gowri Ramachandran	Project Management	Himalaya Publishing, 2019
2	Shailesh Kumar Shivakumar	Complete Guide to Digital Project Management	Apress, 2019
3	Prasanna Chandra	Project planning, analysis, selection, implementation and review	Tata McGraw Hill
4	Gopala Krishnan	Project Management	Mcmillan India Ltd.