

## Project Management Course Details

Department: Project Management

Presented by Magna Skills Development Institute

[Registration Link](#)

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Training Coordinator: Denis Wunganayi

## EMPOWERING WORKFORCE THROUGH QUALITY TRAINING

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## Course Summary

The Project Management course offered by Magna Skills is designed to provide participants with comprehensive training in project management principles, methodologies, and best practices. Participants will learn essential skills and techniques to effectively initiate, plan, execute, monitor, and close projects, ensuring successful project outcomes within scope, budget, and schedule constraints.

## Course Objectives

1. **Project Initiation:** Understand the importance of project initiation and the key components of a project charter. Learn how to define project objectives, scope, stakeholders, and success criteria.
2. **Project Planning:** Develop skills in project planning, including creating work breakdown structures (WBS), defining project tasks, estimating resources, and developing project schedules and budgets.
3. **Project Execution:** Learn strategies for effective project execution, including team management, communication, risk management, and quality assurance to ensure project deliverables meet stakeholder expectations.
4. **Project Monitoring and Control:** Gain insights into project monitoring and control techniques, including progress tracking, performance measurement, issue identification, and change management to keep projects on track.
5. **Project Closure:** Understand the importance of project closure and learn how to effectively close out projects, including finalizing deliverables, obtaining project sign-off, conducting lessons learned, and transitioning project outputs.

## Course Outline

### Module 1: Introduction to Project Management

- Definition of project management
- Importance of project management in organizations
- Key roles and responsibilities of a project manager

### Module 2: Project Initiation

- Defining project objectives and success criteria
- Creating a project charter
- Identifying project stakeholders

### Module 3: Project Planning

- Creating a work breakdown structure (WBS)
- Defining project tasks and dependencies
- Estimating resources, durations, and costs
- Developing project schedules and budgets

#### **Module 4: Project Execution**

- Team development and management
- Effective communication and stakeholder engagement
- Risk identification, analysis, and response planning
- Quality planning and assurance

#### **Module 5: Project Monitoring and Control**

- Progress tracking and performance measurement
- Issue identification and resolution
- Change management processes
- Project status reporting

#### **Module 6: Project Closure**

- Finalizing project deliverables
- Obtaining project sign-off
- Conducting lessons learned
- Transitioning project outputs

#### **Module 7: Leadership and Team Management**

- Leadership styles and strategies
- Team development and motivation
- Conflict resolution techniques

#### **Module 8: Stakeholder Management**

- Identifying and analyzing stakeholders
- Stakeholder engagement and communication strategies
- Managing stakeholder expectations

## Module 9: Risk Management

- Risk identification and assessment techniques
- Risk response planning and mitigation strategies
- Monitoring and controlling project risks

## Module 10: Quality Management

- Quality planning and assurance processes
- Quality control techniques and tools
- Continuous improvement strategies

The Project Management course provides participants with the knowledge, skills, and tools necessary to effectively manage projects from initiation to closure. Through a combination of theoretical learning, case studies, practical exercises, and interactive discussions, participants will gain the confidence and competence to lead successful projects and deliver value to their organizations.



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A photograph showing four individuals standing outdoors in front of a building. From left to right: a man in a white polo shirt and dark trousers; a woman in a white polo shirt and green cargo pants holding a certificate; a man in a dark suit jacket and trousers; and another man in a white polo shirt and dark trousers holding a certificate. The background shows a brick wall and some greenery.

## Company Overview

**Who We Are:** Magna Skills is a premier training and capacity-building organization specializing in professional development for government institutions, NGOs, and the private sector.

**Our Mission:** To provide world-class training solutions that equip professionals with the expertise needed to excel in their careers and contribute meaningfully to their organizations.

**Our Vision:** To be the leading provider of professional training and development across Africa, fostering excellence, innovation, and capacity-building in public and private sectors.

## Core Values

- **Excellence** – Delivering high-quality training tailored to meet the evolving needs of professionals.
- **Integrity** – Upholding the highest ethical standards in all our engagements.
- **Innovation** – Embracing new technologies and methodologies to enhance learning experiences.
- **Customer-Centric Approach** – Ensuring client satisfaction by providing relevant, practical, and impactful training.
- **Collaboration** – Partnering with industry experts and institutions to provide the best learning opportunities.

## Our Training Methodology

We use a blended learning approach that includes instructor-led training, case studies, workshops, and post-training support.

## Why Choose Magna Skills?

- Experienced Trainers
- Customized Training Solutions
- Interactive Learning
- Global Recognition
- Proven Track Record

## Request for Training Form

Complete the form and share with Magna Skills Support Team on email [info@magnaskills.com](mailto:info@magnaskills.com) or Send Whatsapp on: +27630079022

Approval & Authorization	
Applicant Details	Course Details
First Name:	Course Name:
Last Name:	Training Venue:
Mobile:	Month:
Email:	Training Method: Online[ ____ ] Face to Face [ ____ ]
Company Name:	Duration:
Country:	Number of Staff Members:

By signing this agreement, both parties confirm their commitment to the terms outlined in this proposal.