



# PROJECT MANAGEMENT BROCHURE

*Train to be a skilled Project Manager*



# PROGRAM OVERVIEW

➔ **Saturday Live Classes  
for 2 months**

➔ **Weekly Drop-In  
Support Sessions**

➔ **Mentorship  
Sessions**

➔ **CV Review**

➔ **Upwork  
Optimization**

➔ **LinkedIn  
Optimization**

➔ **Navigating the Job Mar  
Session**

➔ **1-Month Internship**

➔ **Interview Preparation**

➔ **Post-Training  
Support**

# WHY PROJECT MANAGEMENT?



Project Management gives you the ability to transform ideas and goals into structured plans that deliver real, measurable results. In today's fast-paced economy, organizations no longer rely on ad-hoc execution; they need disciplined approaches to plan, coordinate, and deliver projects on time, within scope, and on budget. This shift has made Project Management one of the most critical and high-leverage capabilities in modern organizations.

Learning Project Management equips you with the strategic and operational mastery to initiate, plan, execute, and close projects effectively. You move beyond basic task coordination to managing resources, timelines, risks, and stakeholders with confidence. By bridging the gap between vision and execution, you turn complex objectives into well-delivered outcomes that drive organizational success.

Beyond strong career opportunities, Project Management empowers you to lead teams, navigate change, and deliver impact at scale. It is a future-ready discipline that keeps you at the forefront of organizational transformation, giving you the power not just to manage work, but to drive results and shape the direction of successful initiatives.

# REQUIREMENTS

01 

**Duration**  
2 months

02 

**Internship**  
1 Months

03 

**Skill Level**  
Beginner to  
Master

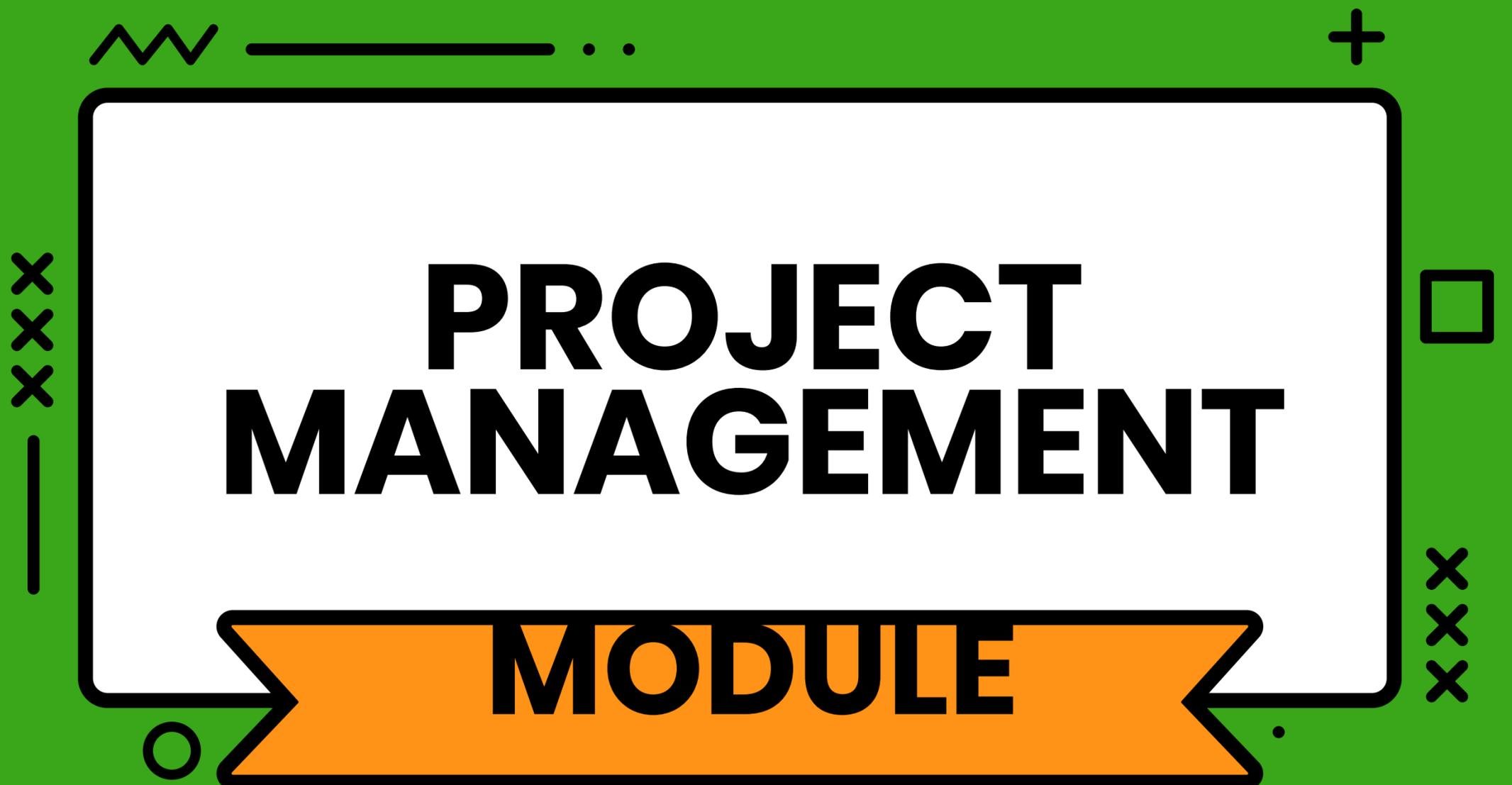


*Your career doesn't  
change overnight, but  
your habits can—and  
that changes  
everything*



# OUR CURRICULUM





# PROJECT MANAGEMENT

**MODULE**

# Module 1

## INTRODUCTION TO PROJECT MANAGEMENT



- What is a project?
- Project vs Operations
- Who is a Project Manager?
- Key responsibilities & required competencies
- Overview of Project Management methodologies
- Project lifecycle overview (Predictive, Hybrid, Agile)
- Introduction to PMBOK® Guide concepts

### Hands-On

- Identify and classify real-life projects
- Create a simple project concept document



# Module 2

## PROJECT INITIATION



- Project Charter development
- Defining project objectives (SMART)
- Identifying stakeholders
- Stakeholder mapping & analysis
- Business case
- Procurement management
- Integration Management

### Hands-On

- Write a Project Charter for a real business idea
- Conduct stakeholder analysis
- Create a business case

# Module 2

## PROJECT PLANNING Sub-modules:

### A. Scope Management

- Collecting requirements
- Creating a Work Breakdown Structure (WBS)
- Scope statement & scope baseline

### B. Schedule Management

- Task breakdown & sequencing
- Gantt charts
- Critical Path Method (CPM)
- Estimation techniques

### C. Cost Management

- Budgeting & cost baselines
- Earned Value Management (EVM)
- Cost estimation techniques

### D. Quality Management

- Quality planning
- Quality assurance
- QC tools (Pareto, Fishbone, Control Charts)

### E. Resource Management

- Human resource planning
- RAM / RACI matrix
- Team development

### F. Communications Management

- Communications plan
- Reporting structures
- Stakeholder communication strategy

### G. Risk Management

- Risk identification & categorization
- Qualitative & quantitative analysis
- Probability & impact matrix
- Risk response planning
- Creating a risk register

### H. Procurement Management

- RFPs, RFQs, contracts
- Vendor management
- Procurement planning

### I. Integration Management

- Developing the Project Management Plan
- Baselines & change control

### Hands-On Activities (Major module)

- Build a full project plan from scratch
- Create WBS, Gantt charts, budgets in MS Project / Excel
- Develop risk register & communication plan
- Create quality plan and resource matrix

# Module 4

## PROJECT EXECUTION

- Directing and managing project work
- Team leadership & conflict resolution
- Effective communication
- Agile execution vs waterfall execution
- Managing stakeholder expectations
- Deliverables management

### Hands-On

- Lead a mock project execution simulation
- Weekly status reporting
- Stakeholder engagement exercises

# Module 5

## PROJECT MONITORING & CONTROL

- Performance tracking
- Earned Value Management (deep dive)
- Managing change requests
- Quality control
- Issue tracking
- Schedule & cost corrections
- KPI dashboards

### Hands-On

- Build a project dashboard using Excel/Power BI
- Perform EVM calculations
- Complete change request procedures

# Module 6

## PROJECT CLOSURE

- Closing contracts
- Lessons learned
- Handover process
- Closing documentation
- Project sign-off

### Hands-On

- Conduct a full project closure ceremony
- Write a project closure report

# Module 7

## AGILE PROJECT MANAGEMENT

- Agile vs Waterfall vs Hybrid
- Scrum Framework (roles, events, artifacts)
- Kanban methodology
- User stories & acceptance criteria
- Agile estimation (Story Points, Planning Poker)
- Product backlog creation
- Sprint planning, reviews & retrospectives

### Hands-On

- Run a simulated Sprint
- Use Jira/Trello to manage Agile projects
- Create user stories & sprint backlog

# Module 8

## USING PROJECT MANAGEMENT TOOLS

- Microsoft Project
- Jira
- Trello
- Asana
- Excel/Google Sheets
- Confluence
- ClickUp
- Miro (for planning & brainstorming)

### Hands-On

- Build a complete project timeline in MS Project
- Manage an Agile project in Jira
- Design workflows & dashboards

# Module 9

## ADVANCED PROJECT MANAGEMENT & LEADERSHIP

- PMO operations
- Organizational structures
- Leadership vs management
- Emotional intelligence for PMs
- Conflict resolution
- Negotiation skills
- Managing large cross-functional teams
- Program & Portfolio Management overview

### Hands-On

- Simulated leadership case study
- Build a PMO structure for an organization



# Module 10

## EXAM PREPARATION & PROFESSIONAL DEVELOPMENT

### For PMI Certifications

- CAPM exam guide
- PMP exam guide
- Practice questions & exams
- Study strategies

### Professional Development

- Building a PM portfolio
- LinkedIn optimization for project managers
- Writing project accomplishment statements
- CV structure for project managers
- Interview preparation & mock interviews

# Industries That Employ Project Management

**Technology and Software Companies**

**Finance and Banking**

**Healthcare and Pharmaceuticals**

**E-commerce and Retail**

**Telecommunications**

**Manufacturing and Production**

**Energy and Utilities**

**Government and Public Sector**

**Education and EdTech**

**Media & Entertainment**



# WHY TRAIN WITH US?



**Practical, Job  
Ready Training**



**Industry-  
Standard Tools  
& Technologies**



**Expert  
Instructors With  
Real Experience**



**Personalized  
Mentorship &  
Support**



**Flexible and  
Beginner-Friendly**



**Certification  
That Boosts  
Your CV**



**Career  
Guidance &  
Portfolio  
Development**



**Supportive  
Community**

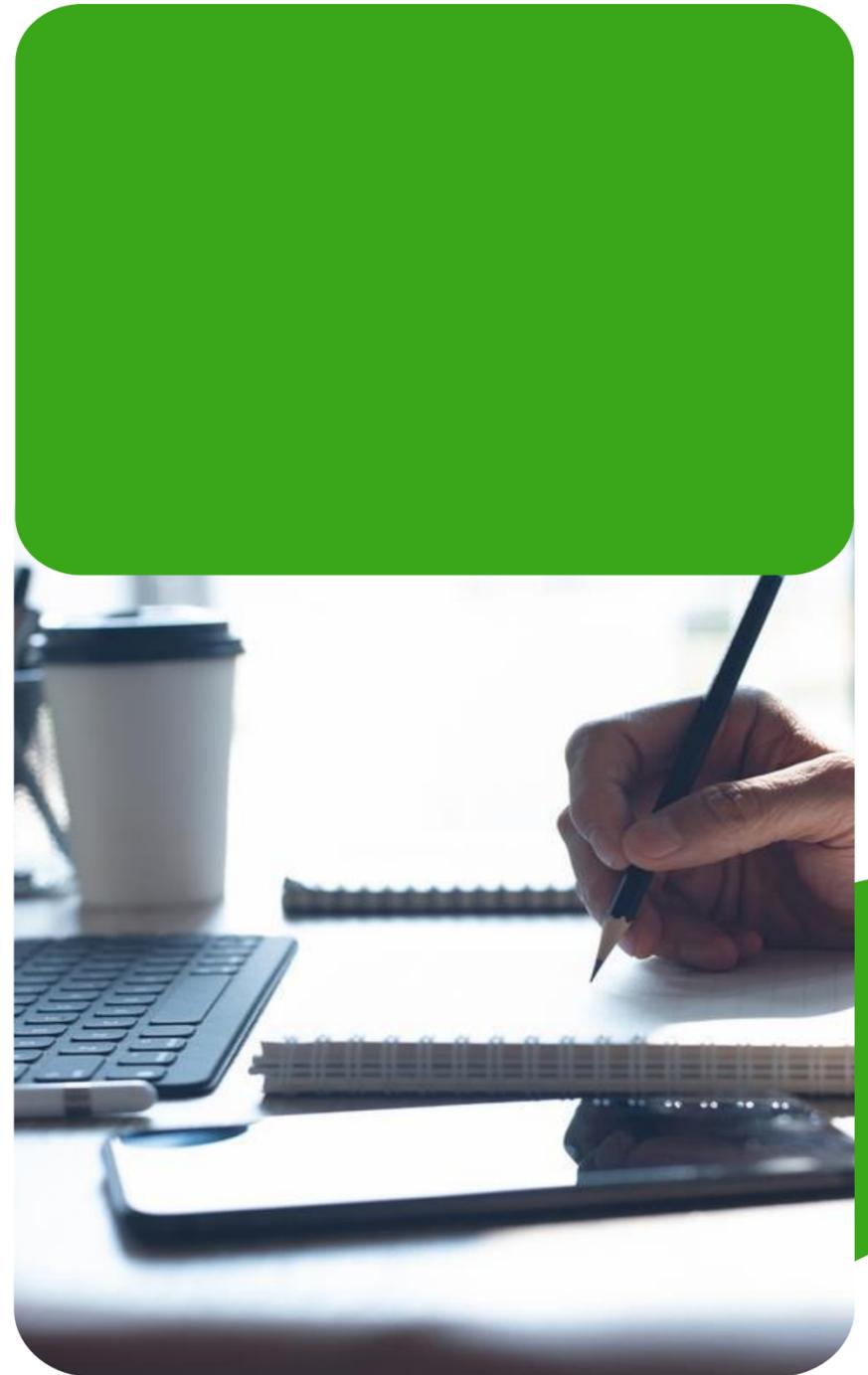


**Proven Success  
Stories**



**Affordable  
Quality Training**

# Real world case studies



# GROWTH INTERNSHIP PROGRAM





**JOIN OUR NEXT COHORT**



# 2026 TRAINING CALENDER



**January**

**10**  
Saturday

**February**

**14**  
Saturday

**March**

**14**  
Saturday

**April**

**11**  
Saturday

**May**

**09**  
Saturday

**June**

**13**  
Saturday

**July**

**11**  
Saturday

**August**

**08**  
Saturday

**September**

**12**  
Saturday

**October**

**10**  
Saturday

**November**

**14**  
Saturday

**December**

**12**  
Saturday

# **PROGRAM FEES**

# Testimonial

The following are genuine testimonials that we have received from our past students who have proven the benefits of the services we have provided to them.



**Sodiq**



I've attended other online classes before, but Amdor Analytics stands out for me. The facilitator is engaging, the sessions are practical, and the support team is responsive. I feel like I'm part of a real community that wants me to succeed. I'm happy I made this choice



**Chinasa Fabian-Ijeruh**



Before joining Amdor Analytics, I had no prior tech background. Now, I can confidently analyze data and build reports. The facilitator is very supportive and always encourages us to practice. The training has made me believe that anyone can learn tech if they're in the right environment.



**Chidimma Uzochukwu**



It's been an eye-opening experience learning at Amdor Analytics. The way the facilitator breaks down each lesson into relatable examples makes learning easy. Even though the pace is fast sometimes, the explanations are clear, and the resources provided are excellent. I'm really grateful for this opportunity.

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# CONTACT US



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