



Vantage Africa

School of Leadership



Project Management Professional Certification

For more information or to enroll contact;

Tel: +254 725 303 645

Email: info@vantageafricaleaders.com

Location: C603, 6th Floor Astrol Business
Center Thika Road Nairobi



Introduction

This is a 4 weeks Project Management Professional Certification course that aims at making you an expert in Project Management. We will meet for 3 Days each week for 4 weeks. For maximum learning, the course is delivered through a combination of live and E-Learning sessions.

Live Sessions

Live sessions are held via Zoom. These are highly interactive sessions where participants are guided on key PM skills, especially in the process of developing a Concept Note and Proposal.

E-Learning Sessions

Here, we have a host of prerecorded sessions, PPT notes, PM toolkits, links etc all aimed at equipping participants with the most current PM skills. After each session, a self-assessment quiz is provided to reinforce learning. Once a participant completes a session including the quiz, the system opens the following session.

Course Completion

In order for you to be considered to have completed the course, you will need to fulfill the following criteria:

- ☑ Develop complete Concept note.
- ☑ Complete E-Learning lessons.
- ☑ Clear the fees.

N/B - A certificate will be issued upon completion of the course.

Course Outline

Week 1		
Day	Topic	Topic Outcomes (By the end of the session, the learner should be able to:)
Day 1	Overview of Project Management	<ul style="list-style-type: none"> ☑ Define key terms in project management ☑ Understand the relationship of project management and other management disciplines
Day 2	Theory of Change	<ul style="list-style-type: none"> ☑ Appreciate the concept of theory of change ☑ Design a theory of change for case study project
Day 3	Project Management Context	<ul style="list-style-type: none"> ☑ Describe the environment in which projects operates. ☑ Understand the culture and trends that affect project management. ☑ Project Management Knowledge Areas.
Online Self-Assessment Quiz 1		

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Week 2		
Day	Topic	Topic Outcomes (By the end of the session, the learner should be able to:)
Day 4	Project Management Knowledge Areas	<ul style="list-style-type: none"> ☑ Describe Key project Management knowledge Areas. ☑ Explain how Project Management Knowledge Area Interact
Day 5	Project Management Processes	<ul style="list-style-type: none"> ☑ Describe how project management processes interact. ☑ Describe the process groups and how they interact with each other.
Day 6	Stakeholder Management	<ul style="list-style-type: none"> ☑ Introduction of stakeholder management. ☑ Channels to use when communicating. ☑ Stakeholder management processes. ☑ People Management in Projects.
Online Self-Assessment Quiz 2		

Week 3		
Day	Topic	Topic Outcomes (By the end of the session, the learner should be able to:)
Day 7	Project Finance	<ul style="list-style-type: none"> ☑ Overview of Project Finance ☑ Earned Value Approach ☑ Calculating Return on Investment (ROI), Payback Period, Net Present Value (NPV).
Day 8	Log frame	<ul style="list-style-type: none"> ☑ Appreciate the concept of Log frame. ☑ Design the log frame table with all the key components. ☑ Develop inputs, activities, outputs and outcomes for the case study projects.
Day 9	Project M & E	<ul style="list-style-type: none"> ☑ Understand the importance of monitoring and evaluating projects. ☑ Understand who should do project monitoring and evaluation. ☑ Develop an M&E strategy for your case study project.
Online Self-Assessment Quiz 3		

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**Week 4**

Day	Topic	Topic Outcomes (By the end of the session, the learner should be able to:)
Day 10	Project Budget	<ul style="list-style-type: none">☑ What is project budget?☑ Objectives and preparation of project budget. ☒ Step of creating project budget☑ Executing, controlling the project.
Day 11	Project Risks	<ul style="list-style-type: none">☑ Describe the various project risks☑ Understand the Mitigation measures for the various project risks.
Day 12	Your Career in Project Management	<ul style="list-style-type: none">☑ Respond to request for consultancy services.☑ Develop terms of reference for a consultancy assignment.☑ Learn how to respond to interview questions on project management☑ Draft an irresistible CV for PM positions

Online Self-Assessment Quiz 4

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