

# Preparation to the IPMA Level D certification

## Description

In this course, you will learn how to initiate, plan, execute, monitor, and close projects. In addition to the methodology and structural elements, you will also gain an understanding of the cultural aspects to consider when managing your projects, and you will prepare for the IPMA® Level D certification. Both classical project management methods (such as the waterfall model) and agile methods will be applied using a hybrid model.

## Course Content

- **Module 1: Introduction to Project Management** Project management is an essential discipline for successfully carrying out complex initiatives. It involves the planning, organizing, executing, and controlling of all the necessary steps to complete a project. This introduction provides an overview of the fundamental concepts and skills required to succeed in this field.
- **Module 2: Models of Project Management Processes** Models of project management processes provide a structure and framework for effectively managing projects. They describe the different phases and stages of the project, as well as the activities and deliverables associated with each. These models help project managers organize their efforts, establish key milestones, and coordinate resources efficiently.
- **Module 3: Portfolio Management** Portfolio management involves evaluating, prioritizing, and selecting projects that best align with an organization's strategic objectives. This includes considering available resources, time and financial constraints, as well as the risks associated with each project. Effective portfolio management enables an organization to maximize the value of its investments and achieve overall goals.
- **Module 4: Project Initiation** Project initiation marks the official start of its execution. It is at this stage that the objectives, deliverables, and key stakeholders are precisely defined. Project initiation also includes establishing governance structures, identifying required resources, and initial planning of activities. Successful project initiation lays a solid foundation for the rest of the project.
- **Module 5: Project Organization** Project organization involves the team structure, roles, and responsibilities of team members, as well as establishing communication and decision-making processes. Good organization fosters collaboration, coordination, and efficiency within the project team. It also helps manage resources optimally and maintain a consistent workflow.
- **Module 6: Project Execution and Monitoring** Project execution and monitoring involve implementing planned activities, managing resources, tracking progress, and addressing any problems or obstacles that may arise. During this phase, closely monitoring key performance indicators, implementing quality control mechanisms, and taking corrective actions are essential to ensure project success.
- **Module 7: Project Closure** Project closure marks its completion and final evaluation. This includes delivering final deliverables, assessing the outcomes against initial objectives, documenting lessons learned, and dissolving the project team. Project closure is a critical step to draw insights, celebrate successes, and ensure all contractual obligations are fulfilled.
- **Module 8: Preparation for the IPMA Level D certification**

## Documentation

- Digital courseware

## Participant profiles

- Beginners in project management

- Aspiring sub-project leaders
- Project team members or assistants
- Experienced project managers who wish to acquire additional theoretical knowledge and obtain the IPMA Level D certification

**Prerequisites**

- Having a first professional experience in project management is recommended

**Objectives**

- Approach your projects systematically, thoughtfully, and competently
- Be prepared to take the IPMA Level D certification

**Niveau**

Fondamental

**Classroom Registration Price (CHF)**

3700

**Virtual Classroom Registration Price (CHF)**

3700

**Duration (in Days)**

4.5

**Reference**

IPMA-D