



Course of Project Management and IPMA Certification Introductory Level in PM 2024

EDUCATIONAL OBJECTIVE

The objective of the course is to provide participants with the fundamental knowledge and methodologies of Project Management, with reference to the international model IPMA®.

The lessons are given by professionals, specialists and managers who have managed projects in their organizations.

The training approach has been developed with the aim of transferring the project management skills through evidences, highlighting, for each module, the elements described by the IPMA standard.

PROJECT MANAGEMENT

Project management plays a central role in the vision of companies that implement projects in all economic and industrial sectors. Thanks to this discipline, it is possible to achieve objectives of efficiency and define the right relationships with all the stakeholders and the business functions that contribute to the realization of a project.

Today, the control of variables such as time/cost/quality ratio is also a central aspect in the various processes that characterize the design and the construction of architectural works.

TARGET

The course is addressed to students enrolled in the Bachelor and Master degree programs of the School of Architecture, Urban Planning and Construction Engineering of Politecnico di Milano.

CREDITS

The course releases 3 to 6 credits equivalent to internship. The project foresees a different commitment linked to the number of CFU required.

IPMA CERTIFICATION

At the end of the course, on a voluntary basis, enrolled students can take the certification exam in project management in order to obtain the “*Introductory Level in Project Management*” certification issued by IPMA Italy, up front of a payment of € 100 + IVA (€122,00).

To register for the test students have to fill the form, with payment instruction, at this link: [IPMA Italy Introductory Certificate](#).

TEST DATE: June 25th

TEST DATE: July 8th

2 days before the test candidates who have completed the registration form, will receive an email with the Guidelines and all details needed to enter IPMA platform and take the Test.

LANGUAGE

The course will be held in English.



CALENDAR AND PROGRAMME OF THE COURSE

The course will be organized in **6 Sessions (lessons + project work)**, with a duration of 4 or 5 hours each. The sessions will be held in **face-to-face learning (at Politecnico di Milano, classroom TBD – to be defined)**.

The sessions will not be recorded.

The contents will be based on the "elements" that constitute the "technical skills" of the IPMA® standards (see the "ICB4 IPMA Competence Baseline" manual for details).

The course is set in accordance with principles such as to enable participants to develop a concrete case study (project work). Therefore, the lessons are aimed to transfer the knowledge of project management methodologies and their effective application.

DATE	TIME - Classroom	CONTENTS OF THE LESSONS
I LESSON 3 rd June 2024	Time: 2 pm-6 pm Classroom: 5.02	<ul style="list-style-type: none"> ▪ PROJECT MANAGEMENT ▪ COMPETENCES OF PROJECT MANAGER ▪ PROJECT ORGANIZATION ▪ ROLE AND RESPONSIBILITIES
II LESSON 11 th June 2024	Time: 2 pm – 6 pm Classroom: 5.02	<ul style="list-style-type: none"> ▪ CONTRACT AND SCOPE OF WORK (S.O.W) ▪ PROJECT START-UP ▪ PROJECT CLOSE-OUT ▪ PROJECT BREAKDOWN (WBS-OBS-CBS-RAM) ▪ WORKSHOP PART ONE: THE WBS-OBS and RAM ▪ PROJECT WORK PRESENTATION ▪ IPMA Certification's path presentation
PROJECT WORK 15 th June 2024	Time: 8.30 am – 1.30 pm Classroom: 3.1.2	<p>Students will be divided into groups.</p> <ul style="list-style-type: none"> ▪ PW results must be submitted by 15th June
III LESSON 18 th June 2024	Time: 2:00 pm – 6:00 pm Classroom: 3.1.2	<ul style="list-style-type: none"> ▪ STAKEHOLDERS MANAGEMENT ▪ PROJECT PLANNING & SCHEDULING ▪ RISK ANALYSIS ▪ WORKSHOP PART TWO: NETWORK DIAGRAM AND CRITICAL PATH
IV LESSON 20 th June 2024	Time: 2 pm – 6 pm Classroom: 2.1.2	<ul style="list-style-type: none"> ▪ PROJECT CONTROL-Time ▪ PROJECT CONTROL-Cost ▪ WORKSHOP PART THREE: REVENUES/COST PLAN
PROJECT WORK 22 nd June 2024	Time: 8.30 am – 1.30 pm Classroom: 3.1.2	
TEST DATE 25 th June 2024 8 th July 2024	Classroom: 3.1.2 Classroom: 25.2.2	IPMA CERTIFICATION INTRODUCTORY LEVEL in PM TEST and WORKSHOP FINAL EXAM



PROJECT WORK

The project work will be launched during the 2nd session. It will be developed by student teams. The project work will describe both for Master and Bachelor students the same Business Case.

EXAMINATION ARRANGEMENTS

In order to pass the course and get the required credits it is necessary to:

- be present at least to 75% of the classes;
- submit, in groups, a project work;
- pass the final test consisting of 30 multiple choice questions. The test is passed with a minimum of **18 correct answers for students interested only in obtaining CFU** and **20 correct answers for students interested in obtaining the IPMA® Certification Introductory Level in PM.**

ENROLLMENT

The course selection will be on merit. Students are invited to fill out the registration form at this link:

<https://forms.office.com/Pages/ResponsePage.aspx?id=K3EXCvNtXUKAjjCd8ope67G1dKjUpmZJoE9QWq9UMDZURE9KWkRCOV04OFExUTFOU0k5TIRQTKy0QS4u>

The forms will be collected by the Organizing Secretariat (alicepaola.pome@polimi.it).

The registration period will close on **MONDAY - MAY 13TH**. **Applications received after this date will not be accepted.**

The rankings will be communicated to those concerned within May, after the end of the application period.