

## CONTINUING EDUCATION

### COURSE OUTLINE – Project Scope and Quality Management

**INSTRUCTOR:** Varies

**PHONE:** 780-539-2975

**OFFICE:** M105

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**PREREQUISITE(S):** None

**REQUIRED TEXT/RESOURCE MATERIALS:** Required materials will be provided in class or online.

Recommended: Project Management Institute. (2017). PMBOK® guide: A guide to the project management body of knowledge (6th ed.). Newton Square, PA: Author.

**CALENDAR DESCRIPTION:**

Scope definition and quality control are fundamental to project success. Learn how to elicit and turn requirements into a project scope with the appropriate level of quality. Concepts include requirements elicitation and traceability techniques, scope management planning, work breakdown structure, scope validation and scope control. Students will apply these concepts to various exercises based on real world examples and case studies.

**CONTACT HOURS:** 14 hours

**DELIVERY MODE(S):** Face to Face, Video Conference, OR Online Delivery (Brightspace)

**TRANSFERABILITY:** N/A

**GRADING CRITERIA:**

This is a professional development course and students must attend a minimum of 80% of the course. If you are late by 10 minutes or more for this class, you will be marked absent.

This course is part of the Project Management Professional Development Certificate. After successful completion of individual courses, you will be awarded an Acknowledgement of Course Completion. Upon successful completion of the required courses for the professional development certificate, students may contact [ce@gprc.ab.ca](mailto:ce@gprc.ab.ca) to request their certificate.

**EVALUATION:** Students must attend 80% of the course hours and complete a series of prescribed learning activities to successfully complete this course.

**STUDENT RESPONSIBILITIES:** Attendance and class participation.

**COURSE SCHEDULE/TENTATIVE TIMELINE:**

Dates vary (refer to website for current availability).

**LEARNING OUTCOMES:**

Upon successful completion of this course, learners will be able to:

- Develop a scope management plan
- Explain the importance of project requirements
- Select appropriate techniques to elicit requirements
- Establish a scope baseline using a WBS
- Initiate actions to manage scope
- Distinguish between quality management models
- Incorporate quality management techniques into a project management plan

## **COURSE CONTENT:**

### **Module 1 – Understanding Scope and Requirements**

- Importance of scope management
- Building a scope management plan
- Stakeholder roles and responsibilities
- Requirements and requirements elicitation techniques

### **Module 2 – Setting and Managing Scope**

- Defining project and product scope
- Developing a work breakdown structure (WBS)
- Validating scope
- Controlling scope

### **Module 3 – Planning for Quality**

- Understanding quality methodologies
- Quality techniques
- Developing a quality management plan

### **Module 4 – Managing and Controlling Quality**

- Executing on the quality management plan
- Producing quality project and product scope