

HUMBER **PRO**



# Project Planning

## Micro-credential



**Earn  
Your  
Badge.**

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## Project Planning

The Project Planning Micro-credential is designed to provide learners with the terms and tools used in formal project management practices along with an introduction to project management basics, project planning, task prioritization and applying general tools and techniques. Participants learn what project management is - and is not - and the highlights of how good planning works to manage complexity. This course is designed for anyone interested in, or impacted by, project work.



### Competency Achieved

The learner can create a project plan by summarizing the relationships between scope and cost and by illustrating schedule expectations using a Gantt Chart and milestones.

## Key Topics and Skills

### Module 1: Formal Planning Practices

- Employ stakeholder analysis to determine who is involved in the project and who will judge its success
- Identify and integrate project constraints into planning activities
- Document project objectives, stakeholder expectations and the measures of success in the form of a 'project charter'
- Decompose high level requirements into their component parts

### Module 2: Defining the Scope-of-Work

- Document the outputs of decomposition in a Work Breakdown Structure (WBS)
- Estimate time and cost at the work package level
- Document estimates and related information in a WBS Dictionary

### Module 3: Budgeting Time and Cost

- Create a bottoms-up budget
- Develop a project schedule using dependency analysis
- Indicate scheduled milestones on a Gantt chart

### Module 4: Budgeting Time and Cost

- Complete a one-page project plan for stakeholder review

## Put Humber *Pro*'s Strength to Work for You

Humber *Pro* is professional learning at its best. Aimed at bridging skill gaps and empowering learners within organizations, Humber *Pro* focuses on the specific competencies that are essential for today's competitive landscape. The Workplace Essentials suite of micro-credentials is designed to be concise and up-to-date, enabling employees to efficiently acquire the expertise they need.

Humber *Pro* provides employees with the confidence and know-how to excel in their role, contributing to improved team performance and thus ensuring that their workforce is equipped with the right skills to drive success. Companies can make informed decisions, adapt to changes quickly, and achieve their goals faster and smarter than their competitors.

Many of North America's most successful companies have recognized the value of Humber *Pro*. By investing in ongoing professional development, these organizations enhance the capacity and value of their workforce, positioning themselves for long-term success in the ever changing and dynamic business landscape.

## Custom Programming

All of the Humber *Pro* modules can be customized to include industry specific examples, topics and criteria such that case studies and curriculum aligns with organizational strategic initiatives. While the standard Humber *Pro* offering is four modules, over four weeks, delivery is flexible and can be condensed based on your team's needs. Programs can be delivered in-person at Humber's training centre or on client-site at your convenience.

## Understanding Micro-credentials

Micro-credentials certify an individual's ongoing achievements in a flexible, fast and affordable format. They allow skills and competencies to be verified through a distinct set of criteria (expertise, skills, achievements or other qualities) that have a direct impact on the perceived quality and value of the MC for both the Earner (learner) and the Consumer (employer).

Micro-credentials are designed to help organizations recognize and integrate critical skill sets into their workforce while supporting the pursuit of individual career goals in a stackable, portable and customizable way.

## About Continuous Professional Learning

*At Humber College's Continuous Professional Learning, we offer an educational experience for professionals looking to upskill, reskill or build a foundation for a new career. We support organizations looking to achieve strategic goals by empowering employees with enhanced knowledge and skills. With more than 500 courses, Continuous Professional Learning provides industry-recognized learning from qualified facilitators to develop skills that lead to excellence in the workplace.*