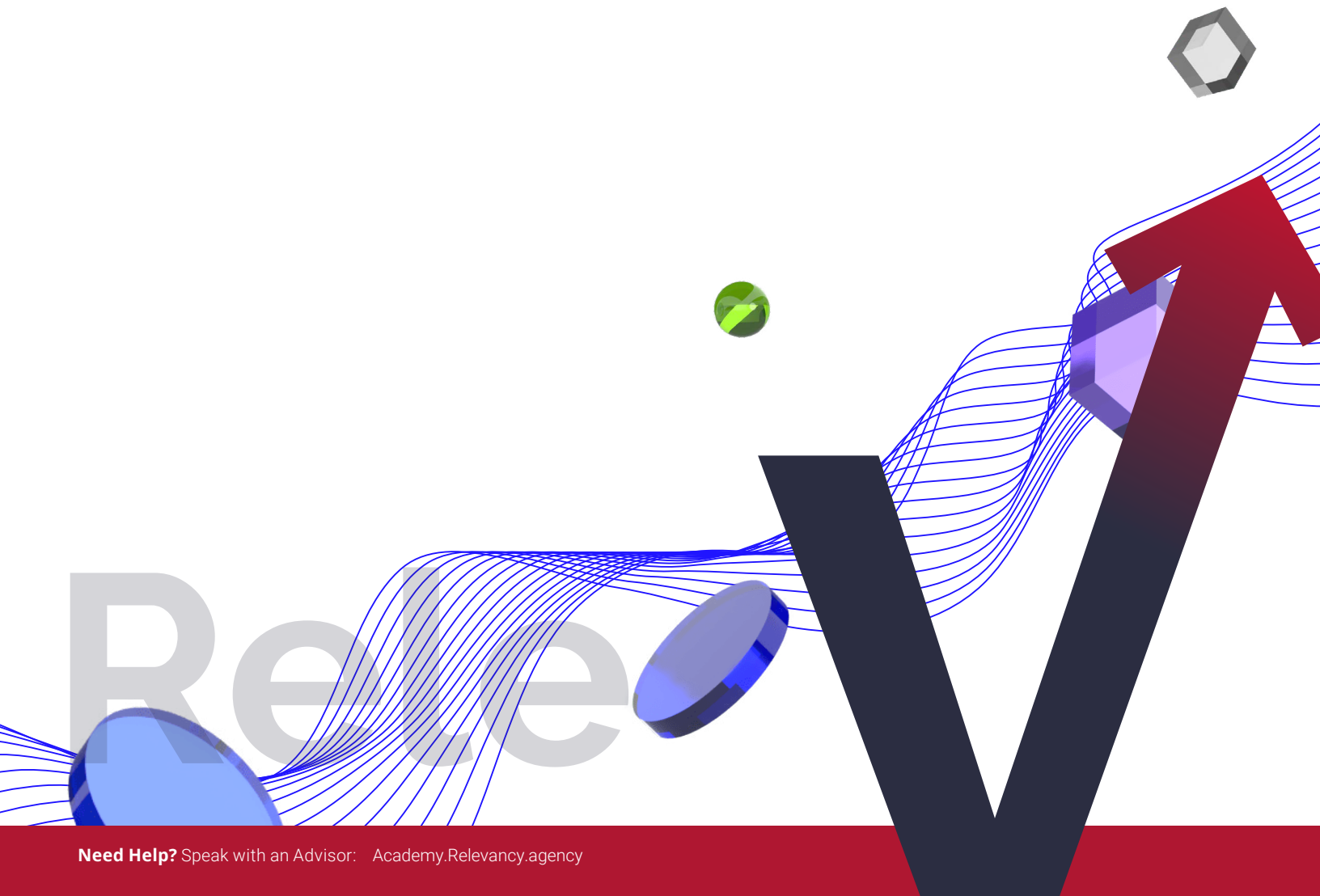




Digital Project Management

Nanodegree Program Syllabus



Overview

Digital project management enables the creation and development of online content, products, and services that help companies stay in business and grow. A digital project manager leverages digital tools to coordinate projects so they get done on time and within a budget, while satisfying the underlying needs of the business and its customers. The key skills learned in this program include translating business requirements into a project scope statement, building project plans in Waterfall or Agile, and developing a high-performing team.



Learning Objectives

A graduate of this program will be able to:

- Identify the key project management skills.
- Distinguish the common business justifications for a digital project and define the five stages of the project management lifecycle.
- Identify compelling project management methodologies and initiate projects.
- Discover project opportunities, articulate its value to the stakeholders, and build a project team.
- Build a project plan that includes requirements that are a worthy investment and of high priority.
- Apply best practices and problem-solving strategies to manage key stakeholders and prevent scope creep.
- Leverage metrics and emotional intelligence to ensure the quality of the project's outcome and the team's performance.
- Close a project and knowledge-share with the appropriate stakeholders.

Program information



Estimated Time

1 months at 10-5hrs/week*



Skill Level

Beginner



Prerequisites

None



Required Hardware/Software

Learners need access to the following:

- A word processing software, such as Microsoft Word or Google Docs
- A spreadsheet software, such as Microsoft Excel or Google Sheets

*The length of this program is an estimation of total hours the average student may take to complete all required coursework, including lecture and project time. If you spend about 5-10 hours per week working through the program, you should finish within the time provided. Actual hours may vary.

Introduction to Digital Project Management

In this course, learners will meet the instructor and be introduced to the field of digital project management. They'll learn what defines this field, why it matters, and how it differentiates from traditional project management. They'll also learn about career paths in or related to digital project management and the key stages of the project management lifecycle.

Lesson 1

Introduction

- Define digital project management.
- Identify business stakeholders.

Lesson 2

Navigation Your Professional Project Management Goals

- Identify core project management skills.
- Define related career paths.
- Learn more about the Project Management Professional (PMP) exam.
- Project-manage your own career path using a five-step plan.

Lesson 3

Digital Project Management Lifecycle

- Distinguish the difference between digital and traditional project management.
- Identify common business justifications for initiating digital projects.
- Define the five key stages of the project management lifecycle.

Digital Project Management

Learn about each stage of the project management lifecycle in more detail. With each lesson, learn how to put together project documents and apply methods and tools that digital project managers commonly use for digital projects. Master one deliverable at a time to prepare to plan, execute, monitor, and close the final project from start to finish.



Course Project

From Methodology to Execution

The project takes learners through the project management lifecycle in a structured way. Learners will act as a project manager and help a small family business undergo digital transformation. They will create a set of deliverables that correspond with the initiation, planning, execution, monitor/control, and closure stages of the project management lifecycle.

Lesson 1

Introduction to Digital Project Management

- Understand the history of digital project management.
- Preview the project.

Lesson 2

Project Management Methodologies

- Define common methodologies and frameworks related to Waterfall and Agile.
- Apply a checklist for choosing the best methodology for your next digital project.

Lesson 3

Setting Up Your Digital Project

- Write a project scope statement that communicates your vision for a project and sets up stakeholder expectations.
 - Identify key stakeholders and plan how to keep them engaged.
 - Determine your team's Execution Quotient.
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Lesson 4

Building Realistic Plans

- Gather and prioritize requirements for your project's end result.
 - Determine whether a project is worth investing in using the Cost-Benefit Analysis formula.
 - Create project plans with schedules and task assignments for both the Agile and Waterfall methodologies.
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Lesson 5

Monitoring & Control

- Use the Tuckman Ladder to select a strategy for nurturing and developing your team into confident and skilled workers.
 - Identify S.M.A.R.T. goals to ensure your project's results align with business objectives.
 - Set up a measurable target as a key performance indicator to ensure your project and team are on track.
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Lesson 6

Closure

- Determine if a project is ready to close.
- Identify and create the right documentation type that facilitates knowledge share.
- Articulate the value of your project in the STAR format and demonstrate your achievements in a portfolio.

Learn with the Best



Jawdat Shammass

Digital Business & Marketing Trainer and
Consultant | In love with Blockchain,
Web3.0 and AI **With +20 Years
Experience**



Abdallah Battah

Digital Marketing Trainer &
Consultant Experience in the
Pharma sector & Beyond **With 12
Years Experience**

300+K
We Trained

10+K
Digital Consultation

15+
Program