

Advanced Work Breakdown Structure (WBS) Concepts; 10 PDUs, 10 Hours

Course Description:

The Advanced WBS Concepts on-line course provides creative and practical approaches to effectively define and use the Work Breakdown Structure to ensure project work is aligned with project objectives. A well-defined WBS will support the planning and assignment of project responsibilities and facilitate the reporting and analysis of project progress.

Learn at your own pace with access to on-line course topics including:

- The value of the WBS in Project Management
- Translating the WBS into the Project Management Plan
- Building a more effective WBS through alternative WBS formats and design considerations
- Diagnosing and avoiding WBS pitfalls

The course consists of five lesson lectures on advanced WBS techniques (including audio and visual course materials). Lesson examples, quizzes and multiple choice questions are used to reinforce each lesson's key learning objectives. Completion of this course will earn 10 PDU's towards your PMI® Continuing Certification Requirements (CCR's).

Course Lesson Structure:

Lesson One: Introduction

(Approximate student effort: 1 hour)

- Course Purpose & Key Learning Objectives
- Course Lesson Overview
 - Work Breakdown Structure topics covered during course
- Work Breakdown Structure Introduction
 - Origins of the WBS
 - The Role of the WBS in Project Management
 - Terminology & Definitions
- Lesson Review Questions {True/false, fill-in the blank & multiple choice}

Lesson Two: Work Breakdown Structure Basics

(Approximate student effort: 2 hours)

- Lesson's Key Learning Objectives
- The Value of the WBS in Project Management
 - Benefits and Uses of the WBS
 - WBS within the *PMBOK® Guide* framework
- General WBS Good Practice Guidelines
 - Design Considerations
 - Alternative WBS Formats
 - Basic WBS Models
 - The WBS Dictionary
- Lesson Review Questions {True/false, fill-in the blank & multiple choice}

Lesson Three: Work Breakdown Structure Advanced Design

(Approximate student effort: 3 hours)

- Lesson's Key Learning Objectives
- Building an Effective WBS
 - Defining Project Deliverables using
 - The Project Charter
 - The Project Scope Statement
 - Preparation Methods
 - WBS Development Tools & Methods
 - Fishbone diagrams, brainstorming techniques, outlines, checklists, organisational charts
 - Top-down vs. Bottom-up methods
 - Decomposition Consideration
 - Appropriate level of granularity
- Examples of WBS Designs in different project scenario
- Lesson Review Questions {True/false, fill-in the blank & multiple choice}

Lesson Four: Work Breakdown Structure Quality

(Approximate student effort: 2 hours)

- Lesson's Key Learning Objectives
- WBS Quality and Quality Evaluations Techniques
- Building an High-quality WBS using
 - Core Characteristics
 - Use-related characteristics
 - Other *PMBOK® Guide* Knowledge Area considerations
 - The WBS usage continuum
- Lesson Review Questions {True/false, fill-in the blank & multiple choice}

Lesson Five: Practical Implementation of WBS

(Approximate student effort: 2 hours)

- Lesson's Key Learning Objectives
 - Translating the WBS into the Project Management Plan
 - Diagnosing and Avoiding WBS Pitfalls
 - Training and Gaining Organisational Buy-in
- Review and Discussion of Real-world WBS Use
- Lesson Review Questions {True/false, fill-in the blank & multiple choice}

Who should take this course:

Any individual motivated to learn more about Work Breakdown Structure practices and earn PDU's towards your PMI® Continuing Certification Requirements (CCR's).

Assumptions:

Students have an active PMP® credential and an understanding of the contents of the *PMBOK Guide®* and are motivated to learn more about Work Breakdown Structure practices.

General:

The course has been developed in a format appropriate for participants to earn 10 PDUs. All coursework is to be completed 100% online within a one-month period and does not require any instructor-specific interaction. This and other PDU online courses are appropriate for students seeking to earn Professional Development Units (PDUs) to support on-going Continuing Certification Requirements (CCRs) in an online self-paced format. This course stands on its own as a unique learning experience AND it can be combined together with the other PDU online courses, to form a comprehensive Project Management Performance Professional Development Program worth a total of 60 PDUs.