



## *What is it about?*

Project Management for Development / NGO Professionals standard is being adopted as a standard in many development organizations around the world. It is currently available in five languages, with several more in development.

Project DPro provides an introductory, independent exploration of Project Management within the context of the development sector.

Project DPro provides project managers the skills needed to deliver effective, transparent results to donors and communities. The courses and certifications are valuable to all development professionals, from the field staff to project and program managers.

## *What does the course cover?*

### **Foundation:**

- ✓ Project Management in the Development Sector
- ✓ 5 Principles and key concepts
- ✓ Roles, responsibilities and competencies
- ✓ 5 Phases in the life of a development project
- ✓ Monitoring, Evaluation, Accountability and Learning Management of: Stakeholders, Risk, Governance, Scheduling, Reporting, Communications, Supply Chain (Procurement, contracting, logistics and assets), HR, Sustainability, MEAL and Change
- ✓ Tools and techniques
- ✓ Adapting the PMD Pro to the project context

### **Practitioner: (Contents may be tailored)**

- ✓ Project Logical Frame
- ✓ Objective tree and objective analysis
- ✓ Project Charters, Risk and Issues Logs
- ✓ Project Proposals
- ✓ Knowledge management and record keeping
- ✓ Scheduling
- ✓ Facilitation Presentation skills
- ✓ Report writing skills
- ✓ Managing Diversity

South Africa (**B-BBEE Level 1**):

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# Project DPro® Foundation and Practitioner Course (Classroom and Virtual)



## *Do I qualify?*

Course delegates should preferably have some project management and development sector experience

## *Must I study before?*

Delegates must devote 20 hours of pre-course study before attending the course.

## *Who Should attend?*

- Executives
- Managers
- NGO / Development Sector Professionals
- Field staff
- Programme and Project Managers
- Programmatic specialists
- Project support staff
- Consultants and contractors

## *How is the Course presented?*

Our experienced internationally accredited trainers deliver interactive and practical experiences through:

- Classroom
- Virtual instructor-led on Zoom (requires laptop and stable internet connection)
- At your premises (for groups)

This is an intensive 10-day course:

- Foundation - 5 days
- Practitioner - 5 days (Based on practical case-study exercises, supplemented by theory)

Based on demand, training is run during the week, on weekends or alternately during evenings.

## *What is included?*

### **Foundation** (5 days training)

- Digital accredited course materials
- Digital badge and certificate
- Latest digital PM4NGOs Guide
- Exercises, sample exam answers
- Project management templates
- Examination fees

### **Practitioner** (5 days training)

- Digital accredited course materials
- Digital badge and certificate
- Case study and exercises
- Assessment fees

Ask us about PDU and CPD points

The project management course may be delivered at our premises or alternatively we also tailor the course to be delivered in-house with sufficient attendees.

## *How will I be examined?*

- **Foundation Exam:** Multiple choice, 190-minutes, closed book exam. Delegates must obtain 65% (49 out of the 75 available marks).
- **Practitioner:** Delegates must complete an activity Logbook, assessed by PM Academy and PM4NGOs, for Professional Development, Informal Learning, and Giving Back. The course addresses all requirements, including: Undertaking courses / webinars, reading, writing and presenting articles, sharing tools, coaching and networking.

Exams can either be conducted as:

- Classroom - online or paper based
- Your premises – invigilated online by one of our invigilators

Exams are conducted during the training courses.

## *What's in it for me?*

- ✓ Understand and apply an international project management method to your Development Sector or NGO
- ✓ Understand and apply range of project management tools and techniques to successfully managing your projects
- ✓ Be recognized by your peers as a project manager with recognized international professional certification

*PM Academy* was established in 2005 (South Africa) and in 2016 (Botswana). Through practical experience we are delivering our vision, by providing a world class professional project management training and advisory services, to the African and international markets.

## *Testimonial*

*"The course content was very practical and can be related to the everyday kind of work I do. It was very enlightening."*

*Nchimunya Moonga – Practitioner virtual class December 2020*

