hkpc Academy 生產力學院



Project Management Essentials: Planning, Risk & Execution (vLearn Programme)

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CONNECTION TECHNOLOGY 裝備未來 FUTURESKILLS

vLearn HKPC Virtual Learning

Struggling to keep your projects on track? Learn to tackle challenges, manage scope, cost, resources & schedule, handle risks, and communicate effectively.

Enrol now and start mastering projects!

Programme Code	10017879-18
Programme Duration	40 minutes (Valid until 31 December 2027)
Platform	HKPC Academy vLearn
Medium	Cantonese and Putonghua version (with English and Chinese subtitles)
Course Fee	HK$100 (with 9 vLearn programs for free)
Certificate Award	A *Certificate of Accomplishment will be awarded to participants who have completed the course

*Only English version of Certificate of Accomplishment is provided

Training Objectives

- Recognise common project challenges and describe how a structured approach addresses competing demands
- Identify the key components of a project, including scope, cost, resources, and schedule
- Describe basic risk management concepts, including risk identification and contingency planning
- Recognise the importance of communication, monitoring and control

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Project Management Essentials: Planning, Risk & Execution

Course Outline

1. Addressing Project Challenges & Project Management Life Cycle

- Share the Common Project Challenges
- Understand the Project Competing Demands
- Walkthrough the Project Management Life Cycle

2. The Roadmap: Project Plan

- Illustrate the key components of project plan
- Decompose Scope to Tasks: Work Breakdown Structure

3. Estimate Cost and Resource

- Top-Down, Bottom-Up, Three-Point Estimation

4. Building a Realistic Project Schedule

- Schedule Time: Sequencing, Dependency, Milestones. Duration

5. Plan for the Worst: Risk Management

- Project Risk and Response Strategy
- Project Contingency

6. Effective Project Execution: Communication, Monitoring and Control

- Project Execution and Communication
- Monitoring Project Performance and Reporting

Enrolment Method

Scan the QR code to complete the enrolment and payment online.

http://u.hkpc.org/1001787918e

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9 Free vLearn Programmes

Course Title	Learning Objective/Outcomes	Duration
Agile Project Management	• Differentiate between Waterfall and Agile Project Management, noting their pros and cons • Examine the rise and uses of Agile Project Management • Uncover Agile Project Management's significance, mindset, and team structure • Inspire "Empathy" and "Innovation" in Agile Project Management implementation	Around 60 minutes divided into several learning sessions
Customer Centric Marketing: From User Interface to User Experience	• Define good customer experience • Explore the importance of Customer Experience in the Experience Economy • Learn about 4P, 4C, and 4E in marketing and their relationships • Differentiate User Experience (UX), User Interface (UI), and Customer Experience (CX) • Define good UX and the Design Thinking Process	Around 60 minutes divided into several learning sessions
Cyber Security Essentials	• Stay updated on cybersecurity news and trends • Learn about internet security measures to safeguard digital assets • Recognise and prevent phishing attacks • Understand preventive measures to counter cyber threats	Around 60 minutes divided into several learning sessions
ESG in Business Applications	• ESG definition and worldwide/local trends • Impact of global climate change on business sustainability • Implementation of sustainable practices in your company • Employee contributions to company sustainability goals	Around 60 minutes divided into several learning sessions
Understand Artificial Intelligence (AI)	• Gain a foundational understanding of the core technology – AI and its relevance in today's business landscape • Explore real-world examples and case studies demonstrating how various industries leverage the technology to solve problems and drive innovation • Discuss the challenges and ethical considerations associated with this technology	Around 54 minutes divided into several learning sessions
Understand Blockchain Technologies	• Gain a foundational understanding of the core technology – Blockchain and its relevance in today's business landscape • Explore real-world examples and case studies demonstrating how various industries leverage the technology to solve problems and drive innovation • Discuss the challenges and ethical considerations associated with this technology	Around 53 minutes divided into several learning sessions
Understand Cloud Computing	• Gain a foundational understanding of the core technology – Cloud and its relevance in today's business landscape • Explore real-world examples and case studies demonstrating how various industries leverage the technology to solve problems and drive innovation • Discuss the challenges and ethical considerations associated with this technology	Around 50 minutes divided into several learning sessions
Understand Big Data and Data Analytics	• Gain a foundational understanding of the core technology – Big Data and its relevance in today's business landscape • Explore real-world examples and case studies demonstrating how various industries leverage the technology to solve problems and drive innovation • Discuss the challenges and ethical considerations associated with this technology	Around 60 minutes divided into several learning sessions
AI Gym	• Understand the basic concept of AI Gym • Learn about the AI principles for effectively prompting • Apply the AI framework to make a PowerPoint Presentation	Around 22 minutes

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