Graduate Certificate in Project Management for Food Processing (United Kingdom)

Project Planning And Control

AACE International is a global organization that provides professional development and certification for project managers, with a focus on cost and schedule management. Activity Definition is the process of identifying and documenting all the activities required to complete a project. Activity Duration Estimating is the process of estimating the number of work periods required to complete each activity in a project. Activity List is a document that contains a list of all the activities required to complete a project. Activity Resource is a resource that is assigned to an activity in a project. Activity Sequencing is the process of identifying and documenting the dependencies between activities in a project. Agile Methodology is an iterative and incremental approach to project management, where requirements and solutions evolve through collaboration and feedback. Arrow Diagram Method is a method used to represent the dependencies between activities in a project using arrows and nodes. As-Is Process is a description of the current process used in an organization, which is used as a basis for improvement. Assigning Resources is the process of allocating resources to activities in a project. Backward Pass is a calculation used to determine the latest start and finish dates for each activity in a project. Baseline is a reference point used to measure progress and performance in a project. Baseline Schedule is a copy of the original project schedule that is used as a reference point for tracking progress. Benefit-Cost Ratio is a metric used to evaluate the benefits of a project compared to its costs. Bottom-Up Estimating is a method used to estimate the cost or duration of a project by estimating the cost or duration of each activity and then summing them up. Brainstorming is a technique used to generate a list of ideas or solutions to a problem. Budget is a financial plan that outlines the expected income and expenses for a project. Budget At Completion is the total budget for a project at its completion. Budget Cost Of Work Performed is the total cost of work that has been completed to date. Budget Cost Of Work Scheduled is the total cost of work that is scheduled to be completed to date. Business Case is a document that outlines the justification for a project and the expected benefits it will deliver. Capability Maturity Model is a framework used to assess the maturity of an organization in terms of its processes and practices. Cash Flow is the inflow and outflow of money for a project. Change Control is the process of managing and controlling changes to a project. Change Management is the process of planning, implementing, and monitoring changes to a project. Change Request is a document that requests a change to a project. Closeout is the process of formally completing a project and documenting the lessons learned. Communication Plan is a document that outlines how information will be communicated to stakeholders during a project. Constraint is a limitation or restriction that affects a project. Contingency Plan is a plan that outlines the actions to be taken in the event of a risk occurring. Contingency Reserve is a fund set aside to cover unexpected costs or expenses in a project. Contract is a legally binding agreement between two or more parties that outlines the terms and conditions of a project. Control Account is a management control point that is used to monitor and control a project. Control Chart is a graphical representation of data that is used to monitor and control a process. Cost is the amount of money spent on a project. Cost Account is a management control point that is used to monitor and control the cost of a project. Cost Baseline is a reference point used to measure cost performance in a project. Cost Benefit Analysis is a method used to evaluate the costs and benefits of a project. Cost Control is the process of monitoring and controlling the cost of a project. Cost Estimating is the process of estimating the cost of a project. Cost Management is the process of planning, organizing, and controlling the cost of a project. Cost Of Quality is the cost of measuring and improving the quality of a product or service. Cost Performance Index is a metric used to measure the cost performance of a project. Cost Planning is the process of estimating and allocating the cost of a project. Cost Plus Contract is a type of contract where the seller is paid for all allowable costs plus a fee. Cost Variance is the difference between the actual cost and the planned cost of a project. Crashing is a technique used to reduce the duration of a project by adding more resources. Critical Chain Method is a method used to manage and schedule projects by identifying and managing the critical chain of dependencies. Critical Path Method is a method used to identify the critical path of a project and to determine the minimum duration required to complete the project. Critical Success Factors are the key elements that are required for a project to be successful. Culture is the set of values, beliefs, and practices that are shared by the members of an organization. Customer is the person or organization that is receiving the product or service produced by a project. Data Date is the date up to which data has been collected and reported. Decision Tree is a diagram that is used to represent the possible outcomes of a decision and the probabilities associated with each outcome. Deliverable is a product, service, or result that is produced by a project. Dependency is a relationship between two or more activities in a project that affects the scheduling of those activities. Deterministic Estimate is a type of estimate that is based on a single point estimate of the cost or duration of an activity. Development Methodology is a framework that is used to plan, organize, and control the development of a product or service. Deviation is a difference between the actual and planned values of a metric such as cost or schedule. Discrete Activity is an activity that can be performed in a single work period. Duration is the length of time required to complete an activity. Earned Value is a method used to measure the progress of a project by comparing the actual cost of work performed to the planned cost of work scheduled. Earned Value Management is a method used to integrate scope, schedule, and cost objectives to measure project performance and progress. Effort is the amount of work required to complete an activity. Enterprise Architecture is a conceptual framework that is used to describe the structure and organization of an enterprise. Enterprise Project Management is the application of project management principles and practices to achieve strategic objectives at the enterprise level. Estimate is a quantitative assessment of the likely cost or duration of an activity or project. Estimate At Completion is the expected total cost of a project when it is completed. Estimate To Start is the expected cost of a project from its start to its completion. Exception Report is a document that highlights any variances from the planned performance of a project. Fast Tracking is a technique used to reduce the duration of a project by performing activities in parallel. Finish Date is the date by which an activity or project is expected to be completed. Finish-To-Finish is a type of dependency where the completion of one activity is dependent on the completion of another activity. Finish-To-Start is a type of dependency where the start of one activity is dependent on the completion of another activity. Float is the amount of time that an activity can be delayed without affecting the duration of a project. Flowchart is a diagram that is used to represent the steps involved in a process or procedure. Forecast is a prediction of future events or trends based on past data and experience. Forward Pass is a calculation used to determine the earliest start and finish dates for each activity in a project. Free Float is the amount of time that an activity can be delayed without affecting the duration of a project or the early start of a successor activity. Functional Manager is a person who is responsible for a specific function or department within an organization. Functional Organization is a type of organization where employees are grouped by function or department. Gantt Chart is a type of bar chart that is used to represent the scheduling of activities in a project. Goal is an objective that an organization or project is trying to achieve. Hammock Activity is a summary activity that is used to represent a group of activities in a project. Histogram is a type of bar chart that is used to represent the distribution of data. Human Resource Plan is a document that outlines the human resources required for a project. In-Flowchart is a diagram that is used to represent the flow of data or materials into a process or system. Influence Diagram is a diagram that is used to represent the relationships between variables in a system or process. Initiating is the process of defining a new project or phase of a project. Inspection is a technique used to evaluate the quality of a product or service. Integrated Master Plan is a document that outlines the overall strategy for a project. Integrated Master Schedule is a document that outlines the overall scheduling strategy for a project. Interface Management is the process of managing and coordinating the interfaces between different groups or organizations involved in a project. Internal Rate Of Return is a metric used to evaluate the financial performance of a project. Issue is a problem or concern that has arisen during a project. Issue Log is a document that is used to track and manage issues that have arisen during a project. Key Performance Indicator is a metric used to measure the performance of a project or organization. Kickoff Meeting is a meeting that is held at the start of a project to introduce the project team and outline the project objectives and scope. Lag is the amount of time that is required to pass between the finish of one activity and the start of another activity. Lead is the amount of time that is saved by starting an activity earlier than planned. Lessons Learned is a document that outlines the lessons learned during a project. Life Cycle is the series of phases that a product, service, or system goes through from conception to retirement. Logic Network is a diagram that is used to represent the logical relationships between activities in a project. Major Milestone is a significant event or achievement in a project that is used to measure progress. Management Reserve is a fund set aside to cover unexpected costs or expenses in a project. Matrix Organization is a type of organization where employees are grouped by function and project. Methodology is a set of principles, practices, and techniques that are used to plan, organize, and control a project. Metric is a measure used to evaluate the performance of a project or organization. Milestone is a significant event or achievement in a project that is used to measure progress. Mind Mapping is a technique used to generate and organize ideas and concepts. Monitor And Control is the process of tracking, reviewing, and regulating the progress of a project. Monte Carlo Analysis is a technique used to analyze and simulate the behavior of a system or process. Network Diagram is a diagram that is used to represent the logical relationships between activities in a project. Node is a point in a network diagram that represents an activity or event. Objective is a specific and measurable goal that an organization or project is trying to achieve. Operations is the function responsible for the day-to-day management of an organization. Opportunity Cost is the cost of choosing one option over another, where resources are limited. Organizational Breakdown Structure is a hierarchical representation of the organization and its components. Organizational Chart is a diagram that is used to represent the structure of an organization. Organizational Culture is the set of values, beliefs, and practices that are shared by the members of an organization. Organizational Process Assets are the plans, procedures, and policies that are used to manage and control an organization. Organizational Unit is a subdivision of an organization that is responsible for a specific function or activity. Out-Flowchart is a diagram that is used to represent the flow of data or materials out of a process or system. Output is the product, service, or result of a process or system. Parametric Estimating is a method used to estimate the cost or duration of an activity based on historical and statistical relationships. Pareto Analysis is a technique used to identify and prioritize problems or defects based on their frequency or impact. Parkinson's Law is a principle that states that work expands to fill the time available for its completion. Path Convergence is a technique used to identify and manage the interfaces between different groups or organizations involved in a project. Percent Complete is a metric used to measure the progress of an activity or project. Performance Measurement is the process of collecting, analyzing, and interpreting data to evaluate the performance of a project or organization. Performance Metrics are the measures used to evaluate the performance of a project or organization. Phase is a distinct stage of a project that is used to organize and manage the work. Phase Gate is a review point at the end of a phase where progress is evaluated and decisions are made about whether to proceed to the next phase. Planned Value is the budgeted cost of work scheduled to be completed to date. Portfolio is a collection of projects or programs that are managed together to achieve strategic objectives. Portfolio Management is the process of managing and coordinating a portfolio of projects or programs. Precedence Diagram is a diagram that is used to represent the logical relationships between activities in a project. Precedence Relationship is a logical relationship between two or more activities in a project that affects the scheduling of those activities. Preventive Action is an action taken to prevent a problem or defect from occurring. Probability is a measure of the likelihood of an event occurring. Procedure is a document that outlines the steps to be followed in a process or system. Process is a series of steps or activities that are performed to achieve a specific goal or objective.