What is the Project Management Office?

The Project Management Office (PMO) oversees multiple ITS projects and initiatives, driving them toward successful completion.

For more information email: PMO-Training@med.cornell.edu
Courses and Learning Objectives

Course 1: Introduction to Project Management
- What is a project?
- Insight into project management
- Project management phases and terminology

Course 2: Chartering a Project
- Realize the value of a charter
- Understand the chartering process
- Become familiar with the charter structure

Course 3: Planning a Project
- Understand the key components of a project budget
- Understand the key components of the project schedule
- Conduct requirements gathering

Course 4: ServiceNow Part I
- Submitting a project request
- Completing a demand record
- Submitting a charter

Course 5: ServiceNow Part II
- How to create a project schedule
- Submitting a budget
- Processing a change request
- Closing a project record

Course 6: Closing a Project
- Value of project closure
- Understand the closure process
- Capture lessons learned

Do you know how to manage a project?
Now you can learn

The ITS Project Management Office is offering a series of training courses to all WCM staff and faculty covering the best practices of project management.

Who are your trainers?
Your training courses are designed and facilitated by our PMO Associates, true industry experts. Our PMO Associates hold certifications in PMP, Agile, and ITIL. These certifications require hundreds of hours of field experience and classroom time.

How do you register for a PMO Training course?
Register for a PMO Training Course in the Learning module of the Weill Business Gateway. Groups of 5 or more people can contact pmo-training@med.cornell.edu to arrange a custom class.