AGILE MANAGEMENT

Course Overview

INDEX

1. Course Overview

Headings	Details
Course Code	CCP-IPM
Product Title (Internal)	CCP-Innovation & Project Manager
Course Title (External)	NA
Learning Mode	Full-time/ Part-time
Delivery Mode	Synchronous & Asynchronous E-learning
Target Persona	• Enterprises who would like to send their employees to reskill/ re-deploy them into Project Manager roles. • Enterprises who would like to hire fresh candidates and send them for training to acquire agile Project Management skills
Entry-Prerequisites	• Academic: Minimum one credit in N Level or its equivalent • English Proficiency – Minimum IELTS 5.5 or its equivalent • Age – Minimum 21 years • Work Experience – Currently Employed
SSG Course Reference No	NA
Course Validity Date	NA
Course Developer	Lithan Academy
Relevant Job roles after completion of the course	Innovation and Project Manager

2. Course Brief

Career Conversion Programs (CCPs) facilitate the skilling and placement of mid-career professionals by providing skills conversion training and employment opportunities with good prospects for progression. With funding support from WSG, employers can participate in CCPs, which can be stacked with the Jobs Growth incentive, benefiting both employers and mid-career individuals seeking career transitions.

CCP- Innovation and Project Manager is a comprehensive course designed to equip learners with the necessary skills and knowledge to excel in the field of project management and innovation. After completing this course, learners will have access to a wide range of job prospects and exciting opportunities in various industries. They will be prepared to take on key roles such as Project Manager, Innovation Manager, or Agile Project Lead, where they can drive organizational success through effective project management and innovative practices.

The course comprises two key modules, each designed to equip learners with essential skills and practical insights. The Agile Project Management Module paves a solid foundation by introducing learners to the principles and practices of Agile Project Management and the Scrum framework. By engaging with instructional units on Agile Project Management and Scrum implementation, learners will gain valuable insights into developing a clear and well-defined Product Vision and Roadmap, forming effective Scrum teams, defining Sprint Goals, and skillfully prioritizing user stories. Moreover, through a series of enlightening case studies, learners will be exposed to real-world scenarios and challenges faced by product teams during Scrum implementation, enabling them to apply their knowledge to practical situations.

In the Capstone Module, learners will have the invaluable opportunity to put their knowledge into practice, solidifying their grasp on Agile Project Management using Scrum methodology. Through hands-on projects and practical exercises, learners will take on the role of Agile Project Managers, leading teams to execute sprints with daily stand-up meetings, conduct comprehensive reviews and retrospectives, and implement continuous integration and delivery processes. The focus on developing product increments during each sprint will enable learners to sharpen their ability to measure and improve team velocity and performance, fostering a culture of continuous improvement within the organization.

The "Agile & Innovation Management" course not only imparts technical expertise but also cultivates the mindset of adaptability and innovation, qualities that are crucial in today's fast-evolving business landscape. Graduates will emerge with a profound understanding of how to drive innovation, foster collaboration within teams, and adapt their approaches to ensure project success in the face of changing project requirements. With the valuable knowledge and skills gained through this course, learners will become instrumental in propelling organizations towards success, leading high-performing and adaptable project teams, and creating a culture of innovation that drives growth and profitability.

3. Course KSA Summary

Knowledge Statements:
- Describe the principles of Agile Project Management and Scrum methodology.
- Identify key elements of a well-defined Product Vision and Roadmap.
- Explain the process of forming effective Scrum teams and defining Sprint Goals.
- Recognize the significance of continuous integration and delivery in Agile projects.
- Analyze real-world case studies to comprehend Scrum implementation challenges and solutions.

Skills Statements:

- Apply Scrum techniques to prioritize user stories and create an efficient product backlog.
- Facilitate effective sprint planning and execution, optimizing team productivity.
- Lead daily stand-up meetings to promote transparent communication and rapid progress tracking.
- Conduct thorough sprint reviews and retrospectives to foster continuous improvement.
- Measure team velocity and performance, implementing strategies to enhance project outcomes.

Ability Statement:

Implement Agile Project Management using Scrum methodology confidently, leading high-performing teams to deliver valuable product increments and driving innovation in dynamic project environments.

4. Course Summary

4.1 Module-Session Details

Sl N o	Module Names	Mod ule Code	E- Learning (Async)	Flipped Class (Sync)	Learning Activity			Assessm ent (Sync)	Total Hours
					Mentoring Support				
					Assignm ent Sync	Project Planning Sync	Project Imple Sync		
1	Agile Project Management (Implementation) (SF)	CCP-PMI	12	12	12	12	12	0.5	60.5
2	Digital Innovation (SF)	CCP-DIN	0	12	0	24	24	0.5	60.5
	TOTAL		**12**	**24**	**12**	**36**	**36**	**1**	**121**

4.2 Learning Mode & Duration

Learning Mode	Course Duration	Guided Learning Hours	Hours/Week	days/Week	Hours/Day
Full-time	4 weeks	120 hours	30 hours/week	4 days/week	8 hours/day
Part-time	16 weeks (6 weeks, 10 weeks)	120 hours	6 hours/week	3 days/week	2 hours/day

5. Module Details – Agile Project Management (Implementation)

5.1 Module Brief

The Agile Project Management module provides learners with a comprehensive understanding of project management and Scrum methodology implementation. The module covers essential topics such as Agile Project Management, Project Management using Scrum, Building a Scrum Team, and Scrum Planning & Implementation. Learners develop expertise in implementing Project Management using Scrum, including project planning, user story prioritization, role assignment, sprint execution, and defining sprints and success measures.

The unit incorporates real-world case studies to enhance practical understanding. Case Study 1 focuses on the implementation of Scrum within a product team, providing learners with authentic scenarios and challenges. Case Study 2 explores overcoming obstacles in Scrum implementation, equipping learners with hands-on experience in managing project complexities. Case Study 3 examines the impact of organizational and team structures on Agile project management, offering valuable insights for optimizing project performance. Learners will also gain hands on exposure to using ClickUp tool to create and manage the scrum.

By combining theory and practical experience, the unit equips learners to apply Agile principles and leverage Scrum methodology effectively. Upon completion, learners possess the skills needed to navigate project management intricacies and drive successful outcomes.

Instructional Units:
1. Agile Project Management and Project Management using Scrum
2. Building a Scrum Team and Scrum Planning & Implementation
3. Case Study 1 - About Product Team Implementing Scrum
4. Case Study 2 - Implementation of Scrum
5. Case Study 3 - Org Structure / Team Structure

Module Project:

Project Objective: Implement Project Management using Scrum, plan projects, prioritize user stories, assign roles, execute sprints, and define sprints and success measures.

Project Tasks:

1. Outline the Scrum Project
2. Build the Scrum team & Implementation plan
3. Create a backlog and prioritize user stories
4. Execute a mock sprint, sprint review, and sprint retrospective using Scrum
5. Create and manage your tasks and sprints using the ClickUp tool

5.2 Module Session Plan

Session No#	Session Type	Day no#	Duration Hrs
1	E-Learning on IU 1	1	2
2	Flipped Class on IU 1	1	2
3	Mentoring Support - Assignment on IU 1	2	2
4	E-Learning on IU 2	3	2
5	Flipped Class on IU 2	3	2
6	Mentoring Support - Assignment on IU 2	4	2
7	E-Learning on IU 3	5	2
8	Flipped Class on IU 3	5	2
9	Mentoring Support - Assignment on IU 3	6	2
10	E-Learning on IU 4	7	2
11	Flipped Class on IU 4	7	2
12	Mentoring Support - Assignment on IU 4	8	2
13	E-Learning on IU 5	9	2
14	Flipped Class on IU 5	9	2
15	Mentoring Support - Assignment on IU 5	10	2
16	E-Learning on IU 5	11	2
17	Flipped Class on IU 5	11	2
18	Mentoring Support - Assignment on IU 5	12	2
19	Mentoring Support – Project Planning -1	13	2
20	Mentoring Support – Projects Implementation 1	14	2
21	Mentoring Support – Project Planning -2	15	2
22	Mentoring Support – Projects Implementation 2	16	2
23	Mentoring Support – Project Planning -3	17	2
24	Mentoring Support – Projects Implementation 3	18	2
25	Mentoring Support – Project Planning -4	19	2
26	Mentoring Support – Projects Implementation 4	20	2
27	Mentoring Support – Project Planning -5	21	2
28	Mentoring Support – Projects Implementation 5	22	2
29	Mentoring Support – Project Planning -6	23	2
30	Mentoring Support – Projects Implementation 6	24	2
31	Summative Assessment (per learner)	25	30 min

6. Module Details – Digital Innovation

6.1 Module Brief

In the "Digital Innovation" module, learners will embark on an immersive journey to master the principles and practices of Agile project management with a specific focus on Scrum methodology.

Through a series of hands-on projects and real-world simulations, learners will acquire essential skills and knowledge to effectively lead Agile teams and deliver successful projects. They will learn to develop a clear Product Vision and Roadmap, create and prioritize product backlogs, define Sprint Goals, and execute sprints with daily stand-up meetings.

Learners will also gain expertise in conducting mock sprints with review and retrospective sessions to foster continuous improvement. Moreover, they will explore the implementation of continuous integration and delivery processes to streamline development workflows.

By actively participating in these projects, learners will not only enhance their abilities to develop product increments during each sprint but also measure and improve team velocity and performance. Ultimately, graduates of this module will emerge as proficient Agile project managers, ready to navigate the complexities of project management, deliver valuable products, and adapt to dynamic project environments with confidence.

Instructional Units:
1. Identify product, User Persona
2. User stories, product backlog
3. Sprint planning
4. User requirements
5. **Project Design & Architecture**
6. **Project planning**

Module Project:

Implement Agile Project Management using Scrum methodology, empowering teams to deliver valuable product increments iteratively while fostering continuous improvement and collaboration, resulting in high-performing and adaptable project teams.

Project Tasks:

1. Develop a clear and well-defined Product Vision and Roadmap, ensuring alignment with stakeholder expectations and project goals.
2. Form Scrum teams and proficiently identify roles, fostering collaboration and a sense of ownership among team members.
3. Define Sprint Goals and Success Measures, allowing for measurable and achievable project milestones.
4. Create a product backlog and skillfully prioritize user stories, ensuring efficient and value-driven development.
5. Conduct sprint planning effectively, optimizing team productivity and resource utilization.
6. Execute sprints with daily stand-up meetings, promoting transparent communication and rapid progress tracking.
7. Conduct mock sprints with review and retrospective, facilitating continuous improvement and identifying areas for enhancement.
8. Implement continuous integration and delivery, streamlining the development process and ensuring product stability.
9. Develop a product increment during each sprint, delivering tangible results and valuable outcomes.
10. Measure and improve team velocity and performance, enabling adaptive project management and better outcomes.

6.2 Module Session Plan

Session No#	Session Type	Day no#	Duration Hrs
1	Flipped Class on IU 1	1	2
2	Flipped Class on IU 2	2	2
3	Flipped Class on IU 3	3	2
4	Flipped Class on IU 4	4	2
5	Flipped Class on IU 5	5	2
6	Flipped Class on IU 6	6	2
7	Mentoring Support – Project Planning -1	7	2
8	Mentoring Support – Projects Implementation 1	8	2
9	Mentoring Support – Project Planning -2	9	2
10	Mentoring Support – Projects Implementation 2	10	2
11	Mentoring Support – Project Planning -3	11	2
12	Mentoring Support – Projects Implementation 3	12	2
13	Mentoring Support – Project Planning -4	13	2
14	Mentoring Support – Projects Implementation 4	14	2
15	Mentoring Support – Project Planning -5	15	2
16	Mentoring Support – Projects Implementation 5	16	2
17	Mentoring Support – Project Planning -6	17	2
18	Mentoring Support – Projects Implementation 6	18	2
19	Mentoring Support – Project Planning -7	19	2
20	Mentoring Support – Projects Implementation 7	20	2
21	Mentoring Support – Project Planning -8	21	2
22	Mentoring Support – Projects Implementation 8	22	2
23	Mentoring Support – Project Planning -9	23	2
24	Mentoring Support – Projects Implementation 9	24	2
25	Mentoring Support – Project Planning -10	25	2
26	Mentoring Support – Projects Implementation 10	26	2
27	Mentoring Support – Project Planning -11	27	2
28	Mentoring Support – Projects Implementation 11	28	2
29	Mentoring Support – Project Planning -12	29	2
30	Mentoring Support – Projects Implementation 12	30	2
31	Summative Assessment (per learner)	31	30 min

7. Credentials

Name of the Credentials	Details
Academic Qualification	NIL
EduCLaaS Job Role Certification	NIL
Industry Skills Certification	Agile Project Management (Implementation) • PMI Agile Certified Practitioner (PMI-ACP) Taking this certification is not mandatory. However, if the learner wishes to pursue it, they need to register for the examination directly with the vendor after paying the necessary fees.
Statement of Attainment	Agile Project Management (Implementation) (SF) • ICT-PMT-4002-1.1 Programme Management • ICT-PMT-3002-1.1 Programme Management Digital Innovation (SF) • ICT-SNA-5003-1.1 Business Innovation • ICT-SNA-4003-1.1 Business Innovation