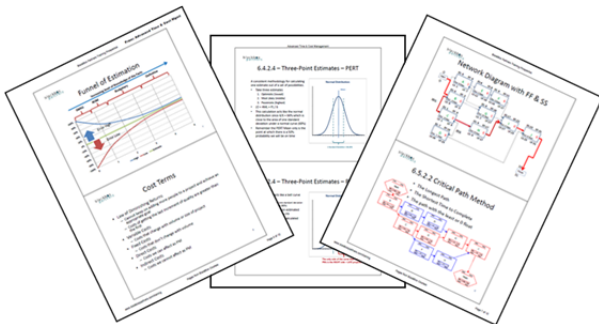## BlackBox Migrations, LLC

BlackBox Migrations, LLC, doing business as BlackBox Partners, is a small business that delivers a breadth of training and technical solutions. BlackBox has a diverse experience in training, managing projects, and providing support in the architecture and management of data warehouses. The firm is a Service-Disabled Veteran-Owned Small Business (SDVOSB) with deep experience in government, military, telecommunications, and energy industries.

BlackBox offers solutions that fit practical business needs:

- Training / Course Development
- Technical Project Management
- Database Services & Data Warehousing

BlackBox Project Management Training

Organizations have a need to keep skills in alignment with needed work processes. They must also develop their staff to work effectively with the people and processes that are essential to project success.

All training tasks require a strong model for understanding human interactions and development. BlackBox is a Registered Education Provider with the Project Management Institute (PMI®) and offers courses that are aligned with PMI methodology and processes. For people and communications classes BlackBox draws upon the research and paradigms of Myers-Briggs Type Indicator (MBTI®) in framing facilitated sessions and coaching relationships that leverage the natural strengths of the participants.

BlackBox offers a core set of courses in Project Management aligned with PMI® processes, techniques, and standards:

- Introduction to Project Management
- Advanced Risk Management
- Introduction to Microsoft Project
- Advanced Time & Cost
- Writing Statements of Work

Training is aligned with the work, processes, and templates of the host organization. BlackBox spends the time to meet students in their local industry context, using examples from the work of the participants.

Advanced Time & Cost Management:

Project teams are increasingly being challenged to deliver fixed-price and multi-organizational projects in tight schedules. The processes of project management in global industries are becoming much more standardized with the common language established by the PMI in the PMBOK®. This class provides advanced training in time and cost issues and provides techniques for successfully integrating best practices into a project.

This class uses tools available on a Project Manager's laptop – Microsoft Excel and Microsoft Project. It builds on previous project management training, and advances that training into a environment that utilizes the global processes for large and small projects.

The class does a "deep dive" into the world of advanced cost and time management practices as described in the PMBOK® with instruction on which tools are most applicable to a complex project. Key techniques and tools are emphasized with classroom exercises and case studies that further develop a mastery of the application of the theory learned. The class is taught in a fashion that is open to all employees with a background in project management.

It is recommended that students be familiar with Microsoft Project and Microsoft Office, or have taken BlackBox's Introduction to Microsoft Project course prior to the class.

Organization of the Course:

- Time Management
  - Define Activities
    Scope definition through work breakdown structures
  - Sequence Activities.
    Precedence relationships among project tasks
  - Estimate Activity Resources
    Resource types and planning.
  - Estimate Activity Durations
    Understanding the nature of time in project planning
  - Develop Schedule
    Advanced network diagramming techniques
  - Control Schedule
    Monitoring performance
- Cost Management
  - Estimate Costs
    Cost types and application
  - Determine Budget
    Cost aggregation and projection
  - Control Costs
    Earned Value Management(EVM) techniques

Required for this Class:

- A laptop
- Microsoft Excel 2007
- Microsoft Project 2010

GSA Schedule
Contract GS35F0233W

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PMI Registered Education Provider

Project Management Institute