



Project Management

40 hours

Course Overview/Description

This program is currently in revision. We are now accepting pre-registrations for the revised version scheduled to launch Fall 2009.

Project management is growing exponentially. It's now used in virtually all industries, such as: healthcare, government, education, and banking. Projects are how these organizations streamline to improve productivity. As mid-level management positions are reduced, project managers fill the void. Expertise in project management is a source of security, prosperity and power to these survivors. To take the Project Management Professional (PMP) certification test, 35 contact hours of project management education are needed. These hours must include "content on project quality, scope, time, cost, human resources, communications, risk, procurement, and integration management." This course is not only a good overview, but it is precise preparation for the PMP.

The purpose of this program is to help you learn and understand project management as a discipline and a profession that rests with practitioners who apply and practice it similar to the way in which a lawyer applies and practices law or a doctor applies and practices medicine. There are three primary objectives to this program. The first objective is to provide a solid introduction to the understanding of project management. The second objective is to help you comply with the minimum 35 hours training as required by the Project Management Institute (PMI) before you take the Project Management Professional (PMP) examination, which will make you eligible to become a certified project manager. Lastly, we hope that you will learn how the use of project management will benefit you in your personal and professional life.

The information needed to achieve these objectives is provided in ten training modules covering all of the essential aspects of the discipline of project management. Use of short practice exams, discussion issues and examples will enhance your ability to learn and understand the practice and theory of project management, and prepare you for your Project Management Professional certification. There will be a reading assignment at the beginning of each module followed by a reading quiz. After you complete each reading assignment and reading quiz, you will proceed to the online portion of each module, which will expand on the reading assignments. In each training module, you will be presented with a story that follows a project. The story will present real-life examples of the concepts and practices presented throughout each module. In this scenario you will



follow a project from beginning to end. As with any project, you will be presented with problems that will need to be dealt with and solved accordingly. Throughout the course you will be given the opportunity to make decisions and test your project management knowledge.

Upon registering, you are given an initial six months to complete the program. Should you need more time, you may request a 6-month extension.

Course Objectives

Upon successful completion of the Project Management program, students should:

- Have a solid understanding of project management
- Completed the minimum 35 hours of training as required by the Project Management Institute to sit for the Project Management Professional (PMP) exam
- Learn how the use of project management will benefit you in your personal and professional life.

Course Outline

- I. Project Management Intro
- II. Project Management Framework
- III. Project Management Integration
- IV. Project Scope Management
- V. Project Timing and Management
- VI. Project Cost Management
- VII. Project Quality Management
- VIII. Communication Management
- IX. Project Human Resource Management
- X. Project Risk Management
- XI. Project Procurement Management

Prerequisites/Audience

There are no specific requirements for this course; however, if you plan to take the PMP Exam, you will need a Bachelor's degree and 4500 hours of project management experience in addition to this course, or a High School Diploma or GED and 7500 hours of project management experience in addition to this course.



The Project Management program is designed for professionals seeking PMP certification or for other business professionals seeking to improve their professional repertoire with knowledge of project management.

PC Requirements/Materials Included

This course is compatible with the Windows Vista operating system.

This course can be taken from either a Mac or a PC. There are no specific computer requirements other than a high speed Internet connection (DSL or Cable) and email capabilities. This program also includes audio, so you will need headphones or speakers to listen to the presentation. Please view the demo to verify your computers compatibility with the presentations.

Adobe Flash Player and Adobe Acrobat Reader are required for this course.

Go to <http://get.adobe.com/reader/> to download the Acrobat Reader.

Go to <http://get.adobe.com/flashplayer/> to download the Flash Player.

The required textbooks for this course will be provided. Each student will receive a copy of the *Project Management Body of Knowledge (PMBOK), 3rd ed.* and *PMP Exam Prep: Rita's Course in a Book for Passing the PMP Exam, 5th ed., For the PMBOK Guide - 3rd ed.*, by Rita Mulcahy.

Instructor Bio

Frank Greenwood has managed projects for many years in North America, Africa, and Southeast Asia. Author of "Meeting the Challenges of Project Management", and a Project Management Professional, he is listed in Who's Who in America and Who's Who in Science and Engineering.

Following a stint in the international oil business, Greenwood earned a Ph.D. from UCLA and eased into academia. As professor and computer center director, he authored/co-authored eight books and many published articles. Married, with three grown children, he and his wife live near Detroit, Michigan.

Erica Kirwan currently works for a Fortune 200 Financial Services company as a Senior Project Manager implementing technological and operational projects. She has more than seven years experience in process & project management methodologies and holds a Master of Public Administration degree, a Bachelor of Science degree in Computer Information Systems and a Certificate in Project Management. She is PMP certified.