

Project Management Courses

& Certificate Series

CONTINUE **YOUR** SUCCESS STORY



Georgia
Tech  Professional
Education

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The Georgia Tech Advantage

Georgia Tech is a global leader in scientific and technological research and education. When you train with Georgia Tech, you are learning from a world-renowned research institution and the seventh-ranked public university in the country.



Competitive Edge

We continually evolve and update our training to reflect the Project Management Body of Knowledge (*PMBOK*®) and latest innovation and project management best practices industry wide.



Built around your schedule

Multiple 1-3 day course offerings to better fit your schedule.



Location

Training takes place at the Georgia Tech Global Learning Center, in the heart of Midtown Atlanta.



Train with the Best

Georgia Tech is a Project Management Institute (PMI) Registered Education Provider (R.E.P.). We've met the rigorous standards for quality and effectiveness as defined by PMI – the same organization that administers the PMP® exam!



Receive advanced professional development

You can trust Georgia Tech's expert instructors to help you master the fundamental concepts and methodologies while keeping you up to date on changes in the industry. Register for all five courses at www.pe.gatech.edu/pm.

Project Management Training at Georgia Tech

As innovation and competition in the marketplace accelerate, there is an **increased demand for project managers**. In this complex business environment, organizations look to project managers to carry out large-scale projects on time and on budget. Project management is a **core function in all industries** and **one of the most versatile career paths**. Georgia Tech offers **training options to support your goal**. You can enroll in the Georgia Tech Project Management Certificate Series or register for individual courses.

Training Benefits

■ For You

- Set yourself apart in this highly competitive marketplace
- Develop strong leadership and communication skills
- Learn how to create an optimal project environment and build high-performance teams
- Design an effective project planning process and strategy
- Manage projects to meet stakeholder expectations
- Implement best practices to overcome obstacles

■ For Your Organization

- Overcome the triple constraints of scope, schedule, and cost
- Strengthen relations between project teams in your organization
- Increase project visibility for shareholders
- Prepare management staff with project management skills
- Improve negative risk management
- Increase productivity, efficiency, quality, and customer service

DID YOU KNOW?

GTPE also offers Agile training

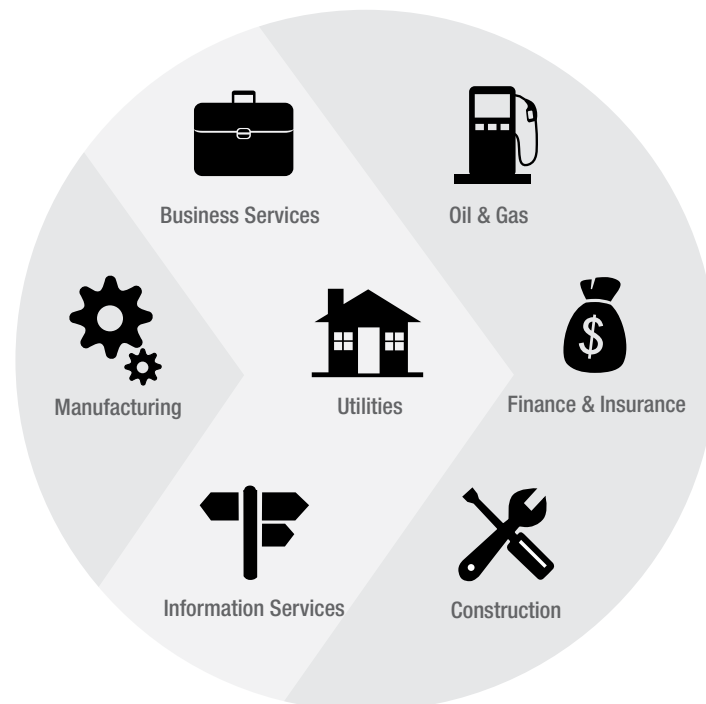
Our Scrum certificate introduces students to a proven framework that enables teams to respond quickly and address unpredictability through manageable, continual cadences and observational feedback. If getting your product to market ahead of the competition is important, then the Scrum framework may be right for you.

For more information on Scrum, contact Jim Consuegra: jim.consuegra@pe.gatech.edu or (404) 894-7181.

Who Should Attend

- Professionals responsible for completing projects on time and on budget, without sacrificing project quality
- Professionals preparing to transition into a new career in project management
- Non-project managers without formal training, charged with managing large, complex projects
- Seasoned project managers interested in refreshing their skills while earning PMI-approved PDUs
- Professional managers preparing for the PMP® certification exam

Over 21 million new project management jobs will be created globally.



Georgia Tech project management courses benefit project managers from all industries.



Project Management Certificate Series

Make your career advancement a reality.

According to Anderson Economic Group:

You can trust Georgia Tech to help you master the PMI standard norms, methods, processes, and practices while keeping you up to date on changes in this dynamic field. Project leads are appointed based on credentials, leadership skills, expertise, and experience. The Georgia Tech Project Management Certificate Series is a five-course program and training is consistently updated with the latest areas of knowledge that are defined in the *PMBOK® Guide*.

The certificate series program is developed by Project Management Professional (PMP®) experts and covers all 10 knowledge areas of the *PMBOK® Guide*. Classes are interactive, with time allocated to hands-on exercises and class discussions. Additionally, the Georgia Tech Project Management Certificate prepares you for the PMP® certification exam. Enroll in all five courses to earn your Georgia Tech Project Management Certificate.

Increase your earning potential and career impact, while also creating value for your employer. Experience instant return on your investment as you apply your learning at the office.

In the United States, an estimated 8.8 million project management jobs in project oriented industries will be available by 2027.



Project Management Job Growth and Talent Gap Report / 2017-2027

Individual Courses

Georgia Tech delivers practical skills and knowledge that can be immediately applied on the job. Students have flexibility in registering for stand-alone courses offered as part of the Georgia Tech Project Management Certificate Series. At Georgia Tech, you will learn how to properly plan, manage, and deliver projects that satisfy your stakeholders. Participants will be given credit for courses taken should they decide to obtain the Georgia Tech Project Management Certificate in the future.

This certificate requires the successful completion of the following courses:

- **Project Management Introduction:**
Fundamentals of Successful Projects page 5
- **Project Management:**
Managing Risk and Procurements..... page 6
- **Project Management:**
Communicating Within Teams page 6
- **Project Management:**
Delivering Scope on Time and Within Budget
(The Triple Constraints)..... page 6
- **Project Management:**
Case Study Workshop page 7

Step 1**Learn the basics of project management to advance your career**

Review PMP® eligibility requirements at www.pmi.org

Attend the Georgia Tech Project Management Introduction: Fundamentals of Successful Projects course

**Step 2****Register for the Georgia Tech Project Management Certificate**

Attend the Georgia Tech Project Management: Managing Risk and Procurements course*

Attend the Georgia Tech Project Management: Delivering Scope on Time and Within Budget (The Triple Constraints) course*

Attend the Georgia Tech Project Management: Communicating Within Teams course*

Attend the Georgia Tech Project Management: Case Study Workshop



*These courses may be taken in any order.

Step 3**Become a certified Project Management Professional (PMP®)**

Submit your PMP® application to PMI. Find more information at www.pmi.org

Attend the Georgia Tech PMP® exam prep course

Pass the PMP® certification exam

**WIA Funds Are Accepted**

- See if you qualify for the Workforce Investment Act (WIA). For more info, visit pe.gatech.edu/gtpe-wia.
- Save when you register for all five courses using your WIA voucher.

Register online at pe.gatech.edu/pm-wia.

Learn the Basics Step 1



Thanks to GTPE and a great deal of hard work, I was able to rebuild an executive role within my company as the senior director, Project Management Office (PMO) and strategic partner to the president. There's nothing about this program that's not first class."



Chris Sticher
Kids II
Project Management
Certificate Program

Fundamentals of Successful Projects

(COMP 6300P)

Familiarize yourself with the skills, knowledge, and tools needed to effectively manage projects. This course serves as an introduction to all 10 knowledge areas of *A Guide to the Project Management Body of Knowledge (PMBOK® Guide)* – latest edition, established by the Project Management Institute as the industry standard for project management instruction.

You will learn how to:

- Use management processes no matter where you are in your project
- Apply a process framework to even the most chaotic projects
- Develop a project charter and use the charter as a key political tool
- Accurately track and report project progress
- Identify, analyze, and prioritize strategies to mitigate project risks

Project management skills are in demand for non-project managers. According to *Computerworld*, 40% of IT executives plan to hire specifically for PM skills and training in the next 12 months.



More than **12% growth** in demand for project management professionals is expected between 2010 and 2020.



Source: Project Management Institute: Industry Growth Forecast – Project Management Between 2010 + 2020

Earn Your Certificate Step 2

Managing Risk and Procurements

(COMP 6310P)

Reduce risk exposure by using effective risk management and procurement practices. Identify threats and develop a strategy by quantifying and prioritizing project risks. Incorporate effective vendor management practices to ensure successful completion of project objectives.

You will learn how to:

- Develop a risk management plan
- Identify contract components
- Analyze bids and proposals
- Evaluate the importance of stakeholder analysis and how “silent” stakeholders can affect project outputs
- Apply effective vendor management practices
- Understand the importance of different contract provisions and how they impact your project

Communicating Within Teams

(COMP 6320P)

Learn the essential elements of effective project communication. Know the stages of team development and how the project manager can apply different leadership styles depending on the situation.

You will learn how to:

- Leverage appropriate leadership styles in specific situations
- Understand the stages of team development
- Identify team roles and effective methods to communicate expectations
- Apply appropriate conflict management styles
- Adopt differing strategies for establishing and controlling stakeholder expectations
- Apply effective communication techniques for remote and virtual teams

Delivering Scope on Time and Within Budget (The Triple Constraints)

(COMP 6330P)

Learn to balance the triple constraints of scope, schedule, and cost to ensure successful projects. Face these competing forces with the tools you need to manage projects with realistic expectations. Learn to proactively identify and deal with schedule and cost variance and integrate quality processes into your projects.

You will learn how to:

- Manage and control expectations of project scope objectives
- Build, analyze, and optimize a project schedule
- Use Earned Value Analysis (EVA) to evaluate project status
- Identify the characteristics of troubled projects and strategies for corrective action



This program has empowered me with tools, techniques, and a higher level of thinking around managing projects and leading people. Thanks to Georgia Tech's Project Management program, I am thinking more strategically and doing things with more insight about the people that I work with in order to meet goals that improve overall results, provide quality service, and produce better products.

— Howard Dickens, Employee Development Specialist, Institute of Nuclear Power Operations

Earn Your Certificate Step 2



The program transformed the way I approach complex tasks not just at work but also in my personal life."



Najla Slowe
GTPE Professional Education
Project Management
Certificate Program

Case Study Workshop

(COMP 6340P)

As the capstone to the certificate program, this course will provide valuable project management experience in a realistic case-study environment by looking at the unique challenges of projects. Learn to build and use key project management documents, and leverage the knowledge learned throughout the series.

You will learn how to:

- Apply project management processes and techniques to a project
- Develop sound techniques for planning, estimating, tracking, and controlling projects
- Set clear project definitions and establish a change-control process
- Identify constraints and methods for dealing with them
- Project and analyze risks and develop mitigation plans
- Calculate and interpret project variances

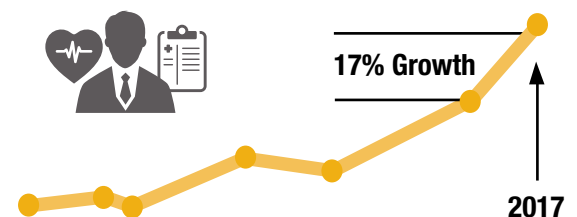
The following courses are recommended prerequisites:

- Project Management Introduction: Fundamentals of Successful Projects (COMP 6300)
- Project Management: Managing Risk and Procurements (COMP 6310)
- Project Management: Communicating Within Teams (COMP 6320)
- Project Management: Delivering Scope on Time and Within Budget (The Triple Constraints) (COMP 6330)



Health care sector in the U.S.

Biggest percentage increase in project-oriented jobs among sectors analyzed in the United States.



Source: Project Management Job Growth and Talent Gap Report / 2017-2027

Prepare for
the PMP® Exam
Step 3

Submitted your PMP® application? Preparing for the PMP® Exam?

Georgia Tech can help you pass the exam with this two-day intensive prep class.

Preparing for the PMP® Exam

(COMP 6360P)

Prepare to take and pass the PMP® certification exam. Get an intense review of the material covered in the PMP® examination. Learn techniques for taking the exam and review all the critical components of *A Guide to the Project Management Body of Knowledge (PMBOK® Guide)* – latest edition.

You will learn how to:

- Conclude your content review and study for the exam
- Manage your time during the exam
- Describe the project management framework to answer situational questions
- Apply earned value formulas appropriately and interpret the results
- Implement PMI's professional responsibility policies to project scenarios



I highly recommend the Georgia Tech Project Management program, as it provides a good understanding of the PM methodologies and practices. The instructors are engaging and bring real-life experience, complementing their informative lectures and discussions with actual project situations and group simulations. This program is not only beneficial for those new to the field, but can also reinforce and introduce new practices for experienced PMs such as myself, a certified PMP.

— Cameron Darweesh, PMP



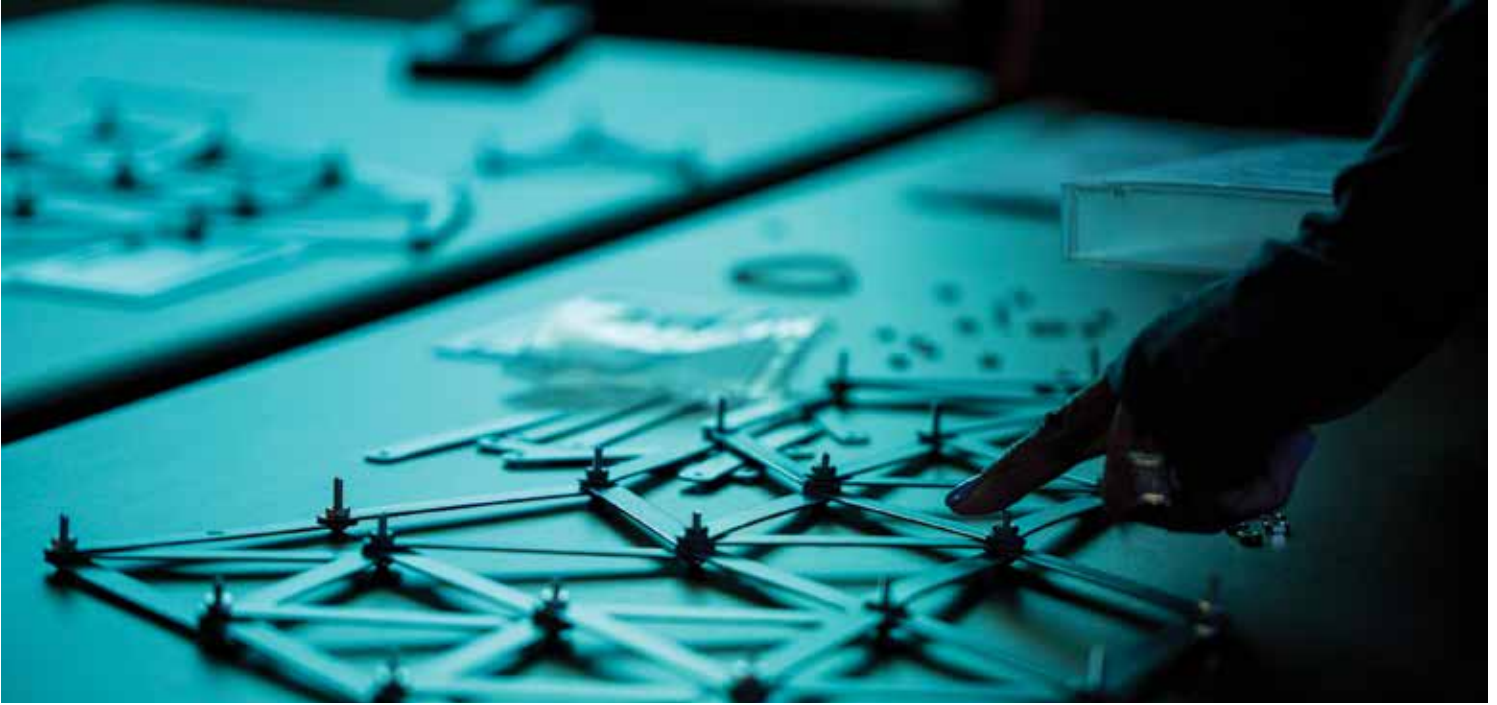
Project Management Professional credential holders in the **U.S.** earned an average of **20% more** than their non-credentialed peers in 2011.



Source: Project Management Job Growth and Talent Gap Report / 2017-2027

Register online at pe.gatech.edu/pm.

Registration



Register Online

pe.gatech.edu/pm

Course Location

All courses are held in Atlanta at the Georgia Tech Global Learning Center, a professional meeting and learning facility. Located in Midtown Atlanta, the Center hosts conferences, meetings, seminars, and classes, and provides all-inclusive, comprehensive meeting services and event planning. With a technology-driven focus, the Center is equipped to foster relationships, ideas, learning, and working.

Continuing Education Units and Professional Development Units

Participants successfully completing a course will earn Continuing Education Units (CEUs). One CEU represents 10 contact hours of instruction. You may request a certificate showing the number of CEUs earned by emailing ceu-request@pe.gatech.edu.

One Professional Development Unit (PDU) is earned for each hour spent in a planned and structured learning activity (1 CEU = 10 PDUs).

Registration Change Policy

If you change your registration 10 or more business days prior to the course start date, you may choose to substitute a person, transfer to another course, or receive a full refund. *Please note this may not apply to WIA recipients.*

Georgia Tech Professional Education Cancellation Policy

Georgia Tech Professional Education (GTPE) reserves the right to substitute instructors, change course dates and locations, or cancel a course due to insufficient enrollment or unforeseen events. If GTPE must cancel a course, participants will be notified via email or phone and will be given the option to transfer their WIA registration to another course. Georgia Tech Professional Education is not responsible for nonrefundable plane tickets, hotel and rental car deposits, or any other expenses incurred.



Workforce Investment Act (WIA) Funding Available

Visit pe.gatech.edu/pm-wia to see if you qualify under the WIA and check eligibility.



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