



Learn Fundamentals of Project Management at your own pace!

Project management opportunities are around us all the time and in all market sectors. On the surface they may not seem like projects but if you look at what makes up the definition of a project you will see that there are always a lot of projects going on at the same time. Complex assignments require a clear objective, good communication, thoughtful planning, and responsible leadership. This training offers tactics to manage resources and time effectively, keep the budget under control, and provides methods for troubleshooting to solve common problems. You will learn how to:

- Clearly define scope and manage changes to it.
- Develop a realistic schedule which meets the stakeholder's constraints.
- Prepare a plan, understand its purpose and why it comprises more than just a schedule.
- Identify the project's quality objectives and implement appropriate controls.
- Develop status reports which reflect reality.
- Identify and continually manage risks which could de-rail your project.
- Manage stakeholders to ensure they remain committed to and involved with the project.
- Control external groups on which the project is dependent.
- Obtain the appropriate resources for the project and raise confidence in achieving goals.
- Build effective teams which are committed to the project goals and evaluate performance.
- Estimate and control project budgets.

Prerequisite: Familiarity with Microsoft Project for Windows or Excel

Required Text: Project Management – The Managerial Process (6th edition), Author: Erik Larson/Clifford Gray, McGraw Hill Irwin

Who participates?

- Job seekers wanting to earn a certification that employers,
- Employees looking to move to the next level through a flexible, cost-effective program,
- Employers looking to increase confidence in their employees skills,
- Students looking for summer education option (no credit).

What you will come away: Successful completion of Fundamentals and Agile Project management courses will prepare you for certification exams with the lead certifying body in the world, Project Management International.

REGISTER today at [www. LyndonState.edu/Professional](http://www.LyndonState.edu/Professional)

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