

Project Management Certificate Program

Advance your career with Project Management credentials.

- Learn practical skills you can apply today
- Instructors are project management professionals
- Selected classes count toward PMP® and CAPM® certifications
- Curriculum developed by project management experts

Register now

 **425.267.0150**

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*Gain today's most
sought after skills*



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Acquire skills to manage projects in a variety of industries.

Project Management Certificate Program Overview

The certificate is designed for professionals whose work includes leading projects, being a team member of a project, and individuals who want to increase their value to their employer or marketability in the job market.

At least 99 hours of in-class coursework is required for the certificate.

Required Courses	75 hours
Project Management Essentials	15 hours
Project Planning and Scheduling Techniques	15 hours
Project Execution and Control	15 hours
Team Management	15 hours
Microsoft Project 2010 for Project Managers	15 hours
Elective Courses - Choose from any of the following:	24 hours
Project Requirements Management	9 hours
Managing Small Projects	6 hours
Virtual Teams - Managing Projects Today	6 hours
High Performance Management Essentials	15 hours
Introduction to Performance Excellence	15 hours
Financial Intelligence for Non-financial Managers	15 Hours
Earned Value Management	6 hours
Next Level Executive Presentations	16 hours
Project Risk Management Essentials	9 hours

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Required Courses

Project Management Essentials

Project success doesn't just happen - it requires careful planning and effective management skills. This course will equip you with project management tools and techniques that you can put to use at work the next day to get your projects done on time and on budget. Course is based on the Project Management Body of Knowledge (*PMBOK® Guide*) principles.

Project Planning and Scheduling Techniques

Bringing your project in on time and on budget begins with effective planning and scheduling. Learn tools and strategies to define a new project or a new phase of an existing project, define initial scope and budget, develop the Project Charter, identify Stakeholders, and develop a Project Management Plan.

Project Execution and Control

Explore tools and processes to monitor and control a project to meet requirements of time, cost, and quality. Class includes exercises to develop your skills in executing the work on a project according to the Project Management Plan, including managing people and resources through project closure.

Project Team Management

Project success is achieved through individuals working together toward a common goal. Learn basic concepts, interpersonal skills, and tools you need as Project Manager to achieve high project team performance. Understand how to improve communication, motivate, inspire, and manage conflict.

Microsoft Project 2010 For Project Managers

Microsoft Project should be one of the most frequently used tools in your project management toolbox. Learn how to get started with Project; work with both PERT and GANTT charts; create a task list and organize them in a work breakdown structure; set up resources and assign those resources to tasks; format and print your plan and reports; track progress on tasks; and much more.

Learn more at www.everettcc.edu/PmCert