

Manage projects better.

Certificate of Project Management

Improve performance. Provide leadership. Design low risk, high quality deliverables critical to eliminating cost overruns and deliver projects on-time and on-budget.

Become a valued project manager in any industry, whatever your title may be with the Certificate of Project Management. Develop a thorough understanding and practical application of the tools every project manager needs to ensure successful project planning from start to finish.

This program incorporates exercises to demonstrate real-world application and the role of decision-making in the project management process. The project management concepts and terms taught in this program are based on PMI's PMBOK® Guide.

After completing this program, participants will be able to:

- Examine the skills every project manager needs
- Explore the four major phases of a project
- Identify key parts to a project goal
- Utilize project planning tools and worksheets
- Identify the 'who, when, why, what, and how' of your communications with various project members throughout the whole project

To learn more, visit or call:

davenport.edu/ipex/project-management | (616) 233-2589

Certificate of Project Management

Topics

Defining Projects and Project Management
Role of the Project Manager
The Benefits of Projects
A Project's Life Cycle
Preparing Your Project
Laying Out the Project
Work Breakdown Structure

Scheduling Techniques
Preparing the Final Plan and Making it Fit
The Execution Phase
Managing Team Meetings
Controlling Changes
Closing out a Project

Who should take this course?

Anyone who plays a role in moving a project from start to finish.

Examples include: Business owners, project managers, project management assistants, superintendents, team leaders, sales managers, office administrators.

Why attend?

Project managers have a hand in every aspect of a project – from the planning stage and budgeting stage with cost estimators, to the production stage (often with laborers) and the close out stage key stakeholders. Whether you have the title of project manager or not, our Certificate of Project Management can help you complete projects on-time and on-budget. Take your project management skills to the next level.

PMI® Approved

Successful completion of this program results in PDUs from the Project Management Institute PMI®.

2-day Program

\$895



Davenport University's Institute for Professional Excellence is authorized by IACET to issue CEUs for each course.