TOOLS AND TECHNIQUES

Analyzing and Validating Business Requirements
- PM-Elective, BA-Core
  - Tue.-Wed., Mar. 17-18, 8:30am-4:30pm
  - OR
  - Mon.-Tue., Oct. 12-13, 8:30am-4:30pm
  - See page 13 for details.

Big Data and Critical Business Decisions: An Introduction
- PM-Elective, BA-Core
  - Thu.-Fri., June 4-5, 8:30am-4:30pm

Business Analyst Essentials
- PM-Elective, BA-Core
  - Mon.-Tue., Mar. 2-3, 8:30am-4:30pm
  - OR
  - Mon.-Tue., May 11-12, 8:30am-4:30pm
  - See page 13 for details.

Defining and Managing Business Requirements
- PM-Elective, BA-Core
  - Mon.-Tue., Apr. 13-14, 8:30am-4:30pm
  - OR
  - Mon.-Tue., Nov. 30-Dec. 1, 8:30am-4:30pm
  - See page 15 for details.

MS Project: Advanced Reporting, Forecasting, and Customization Techniques
- PM-Elective
  - Wed.-Thu., May 28-29, 8:30am-4:30pm
  - OR
  - Wed.-Thu., Nov. 12-13, 8:30am-4:30pm
  - See page 15 for details.

Proactive Testing - Risk-Based Test Planning, Design, and Automation
- PM-Elective, BA-Core
  - Wed.-Thu., Apr. 15-16, 8:30am-4:30pm
  - See page 15 for details.

Sharepoint and MS Project: Integrating for Project Success
- PM-Elective
  - Thu.-Fri., Mar. 9-10, 8:30am-4:30pm
  - OR
  - Thu.-Fri., Oct. 7-8, 8:30am-4:30pm

Intro to Analytics Tools and Methods
- PM-Elective, BA-Core
  - Thu.-Fri., Sep. 17-18, 8:30am-4:30pm

Fundamentals of Organizational Development and Change Management
- PM-Elective
  - Wed.-Thu., Apr. 8-9, 8:30am-4:30pm

Influence Without Authority
- PM-Elective, BA-Core
  - Thu., May 14, 8:30am-4:30pm

Managing Today’s Technical Professional
- PM-Elective
  - Wed., May 6, 8:30am-4:40pm

SOFT SKILLS ELECTIVES

Effective Interpersonal Communication Skills
- PM-Elective
  - Wed.-Thu., Jun. 10-11, 8:30am-4:30pm

Emotional Intelligence I: Dealing with Difficult People Including Yourself
- PM-Elective, BA-Elective
  - Mon.-Tue., Apr. 20-21

Finance Skills for Nonfinancial Managers
- PM-Elective
  - Wed.-Thu., Apr. 15-16, 8:30am-4:30pm

Influence Without Authority
This one-day course counts as a .5 course toward your PM or BA certificate.
- PM-Elective, BA-Core
  - Thu., May 14, 8:30am-4:30pm

Managing Today’s Technical Professional
This one-day course counts as a .5 course toward your PM or BA certificate.
- PM-Elective
  - Wed., May 6, 8:30am-4:40pm

BUILD PM KNOWLEDGE BASE

Recommended First Course: Project Management Certifications
- Building and Improving Project Team Functionality
- Critical Thinking: Business Analysis and Decision-Making Strategies
- Empowering Project Teams: Facilitating Communication and Collaboration
- Effective Interpersonal Communication Skills
- Emotional Intelligence I: Dealing with Difficult People, Including Yourself!
- In-Depth Analytics Tools and Methods
- Managing Project Scope and the Impact of Change
- Project Management Roadmap Key

BUILD SOFT SKILLS

- MS Project for PMs: Using a Software Toolkit
- MS Project: Advanced Scheduling, Reporting, Forecasting and Customizing
- Managing Today’s Technical Professional
- Sharepoint and MS Project: Integrating for Project Success
- Using a Software Toolkit
- In-Depth Analytics Tools and Methods
- The Transformational Project Manager

BUILD TECHNICAL SKILLS

- Analyzing and Validating Business Requirements
- Business Analyst Essentials
- Defining and Managing Business Requirements
- MS Project: Advanced Reporting, Forecasting, and Customization Techniques
- Proactive Testing - Risk-Based Test Planning, Design, and Automation
- Sharepoint and MS Project: Integrating for Project Success
- Fundamentals of Organizational Development and Change Management
- Influence Without Authority
- Managing Today’s Technical Professional

SUPPORT BUSINESS KNOWLEDGE

- Agile Project Management
- Business Analyst Essentials
- Lean Project Management
- Managing Multiple Projects
- Managing Today’s Technical Professional
- Project Portfolio Management: Tools and Techniques
- Return on Investment: Determining and Communicating the Project Value (one day class)

SUPPORT PM KNOWLEDGE

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Project Management Certificate - Advanced
Earn the certificate by completing four additional courses of advanced training after earning your PM or PM-Online Certificate. Courses for the Advanced Certificate are distinguished by the plus sign (+).