



EXPERIENCED PROFESSIONAL CERTIFICATE IN **Project Management**

## Certificate Description

**This certificate provides professionals the opportunity to enhance understanding of project management principles in today's business environment.**

**Operations Management—MGMT 411**—This course explores the basic principles of operations management in modern organizations which involves design, management and improvement of productive processes. Subjects include evaluation of the transformation processes involved in the creation of goods and services in today's modern business.

**Outcomes:**

- Assess the importance of quality management and measurement.
- Construct control charts to monitor processes.
- Critically compare and contrast operations management and supply chain management.
- Evaluate inventory management concepts and determine inventory quantities and ordering policies.
- Develop aggregate capacity requirements for production planning.
- Critique applications of information technology: MRP & ERP systems.
- Appraise lean operations and push vs. pull systems
- Utilize methods for operations scheduling and project management

**Project Management—MGMT 412**—This course explores principles of project management to gain fundamental knowledge to enhance management outcomes including human resources management, communications management, scope management, quality management, scheduling/time management, cost and resource management, risk management, contract/procurement management, and project integration.

**Outcomes:**

- Assess the general functions of management as depicted by planning, organizing, leading, and controlling
- Appraise the main concerns of project management based on the general functions of management
- Evaluate the main components of project management in the modern setting
- Justify the different approaches to project implementation within the modern business setting
- Evaluate the concepts of engineering, procurement, construction, installation, and start-up in contemporary turnkey project management process
- Discuss the impact of technology on Business
- Use effective communication techniques
- Recognize situations that present potential ethical and legal issues and develop solutions.



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**Production Planning and Quality Management—MGMT 430**—This course focuses on Production planning and Quality in decision making. Emphasis is laid on forecasting aggregate production planning, capacity planning, materials requirement planning, scheduling, advanced techniques and approaches in modern production planning and control for designing manufacturing, quality and service systems.

**Outcomes:**

- Understand the importance of quality management and measurement.
- Construct control statistical charts to monitor quality processes
- Compare and contrast service and product quality
- Understand capacity planning management concepts and develop aggregate capacity requirements for production planning.
- Understand the cost of quality and cost of failure
- Utilize methods for operations scheduling and project management
- Utilize qualitative and quantitative forecasting to determine capacity planning.

**Project Cost and Time Management—MGMT 435**—This course examines the essential initiatives to effectively manage the scheduling and budget of a project. This course will enable students to develop effective measures for scheduling and controlling projects to ensure cost effectiveness, project time management, and techniques for estimating, forecasting, budgeting, monitoring, controlling, analyzing and reporting costs and interpreting the meaning of earned value data.

**Outcomes:**

- Develop and apply Gantt Charts, CPM and PERT techniques to project management.
- Critique methods for planning, estimating, budgeting and controlling costs.
- Appraise methods for activity defining, activity sequencing, activity duration estimating, schedule development, and schedule control.
- Create a project plan which includes cost, scheduling and risk assessment
- Evaluate the impact of globalization on project cost and time management
- Evaluate the impact of technology on Business
- Recognize situations that present potential ethical and legal issues and develop solutions.



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**Managing Project Risks and Opportunities—MGMT 440**—This course will provide students a conceptual framework of managing risks that threaten projects and how to develop a risk management plan. The course will provide a review of basic project risk management concepts and processes.

**Outcomes:**

- Analyze the integration of risk management as a component into the total project management approach
- Perform risk assessments and discuss techniques for monitoring and controlling risks
- Assess techniques for communicating risk effectively to project stakeholders
- Create and present a risk management plan
- Understand the techniques for identifying and mitigating against project risks.
- Evaluate the impact of technology on business
- Apply relevant effective communication techniques
- Evaluate situations that present potential ethical and legal issues and develop solutions.

**Team Leadership—MGMT 444**—This course focuses on the main responsibilities of the manager or supervisor, which is to lead their teams and to provide the motivation and skills to achieve organizational goals. It helps students to improve the direction, motivation and goal achievement for their teams and their organizations, and students are introduced to research perspectives on leadership, the personal side of leadership, the leader as a relationship builder, and the leader as a social architect.

**Outcomes:**

- Appraise evolving theories of leadership, the behavior approaches to leadership and the various contingency approaches to leadership
- Assess how personality, values, attitudes, cognitive differences, emotions and charisma affect leadership
- Critique leading with courage and morals, followers and what motivates them
- Evaluate what motivates people and they want according to Maslow's Hierarchy of Needs
- Evaluate effective communication, dynamics of a team and how to handle conflict
- Assess diversity in today's workforce and how to effectively use diversity to strengthen the workforce
- Evaluate power and how to use power effectively to manage adults and to see how vision affects leadership
- Appraise organizational culture and how to effectively manage culture/diversity conflict
- Evaluate people's inherent fear of change. How to overcome this and deal with resistance.



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**Contracts and Procurement—MGMT 475**—This course examines the legal environment and various challenges of managing modern supply chain organizations. It also reviews the concepts of contract law and examines government procurement and common civil procurement practices. The course includes information about negotiation tactics and strategy, ethical work environments and legal compliance. It builds upon the students' knowledge of basic legal terms and provides an understanding of contracting and procurement activities within a global supply chain organization.

**Outcomes:**

- Examine the basic elements of supply chain management, study supply chain strategies and mechanisms, within a business environment.
- Analyze the supply chain theory practices as it relates to the Procurement Managers role and responsibilities.
- Examine the regulation of contracting and the requirements of the US Government Procurement and contracting requirements
- Examine the ethical role of a procurement manager in contract negotiations and supply chain management.
- Apply critical thinking skills to analyze business negotiation situations and construct a negotiation plan.