NEW!

Project Management
2019 SCHEDULE OF CLASSES

Graduate School USA

Real-World Training
For Real-World Challenges

graduateschool.edu/pm

PMI Registered Education Provider
Project Management Institute

The PMI Registered Education Provider logo is a registered mark of the Project Management Institute, Inc.

Graduate School USA has been reviewed and approved as a provider of project management training by the Project Management Institute (PMI).

Program Includes:

- Principles for Managing Projects
- Project Management Overview
- Project Management Essentials
- Project Leadership
- Planning for the PMP Exam
- Integrating IT Project Management
- Introduction to Microsoft Project 2016
- Introduction to Agile Project Management
- Schedule, Cost & Resource Management
- Scope, Quality & Risk Management
- Stakeholder & Communications Management

Project Management

Better, Stronger, Faster!

Graduate School USA is where the government goes for project management training! We are committed to helping you do your job better, improve organizational performance, achieve your training objectives, and advance your career. Our project management curriculum encompasses core management and analytical skills that are recognized core competencies for federal advancement.

In keeping with our commitment, we are releasing all new project management courses that are **BETTER**, **STRONGER**, and **FASTER**.

We offer a **BETTER** suite of courses to align with today's project concerns and challenges; **STRONGER** content to prepare you for real-world project execution and delivery; all to position you for a **FASTER** path to success. Take your project management skills to the next level with Graduate School USA!

Graduate School USA
Real-World Training For Real-World Challenges

NEW Certificate in Project Management

The demand for leaders and professionals to be equipped with effective project management skills and knowledge continues to grow, and Graduate School USA's Project Management curriculum meets the need. Our Certificate in Project Management includes a course of study based on the internationally recognized PMBOK® Guide, making it appropriate for those pursuing a certification from the Project Management Institute, as well as for those who are new to managing projects.

Take advantage of our Project Management Fast Track Scheduling!
We have strategically scheduled our Project Management courses throughout the year, making it possible for you to complete your certificate in as little as two weeks!
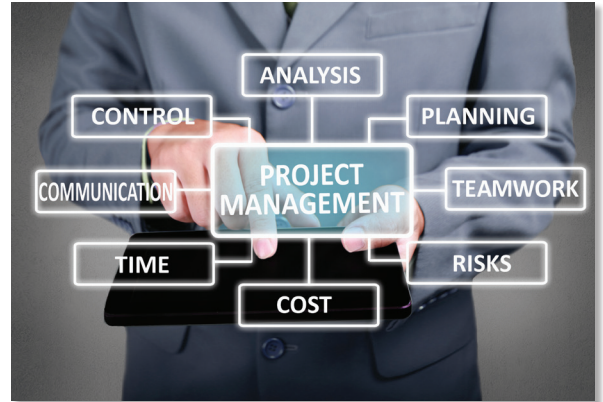
For more information, or to register, visit graduateschool.edu/certificates, or call (888) 744-GRAD.

Core Courses: (4 required courses)

Course Title	Course Code	Day(s)	Credits
Project Management Essentials	PGMT7007D	3	1.8 CEU
Schedule, Cost & Resource Management	PROJ9200D	2	1.2 CEU
Scope, Quality & Risk Management	PROJ9210D	2	1.2 CEU
Project Leadership	PGMT8010D	1	0.6 CEU

Elective Courses: (select 2 courses)

Course Title	Course Code	Day(s)	Credits
Stakeholder & Communications Management	PROJ9215D	1	0.6 CEU
Introduction to Agile Project Management	PROJ7010D	1	0.6 CEU
Introduction to MicroSoft Project 2016	PROJ8990T	2	1.2 CEU
Integrating IT Project Management	PROJ8600D	2	1.2 CEU
Planning for the PMP Exam	PROJ9300D	5	3.5 CEU

Graduate School USA employs many instructors who are certified by the Project Management Institute (PMI).

Learners can feel secure knowing that Graduate School USA instructors are well qualified to lead each class. Experienced instructors, like **Laura Gray**, who is certified by PMI as a Project Management Professional (PMP®), share real-world examples to align with your workplace challenges.

" The nice thing about a certificate program is you can cover all the basics of Project Management — at a fairly deep level — without the same time commitment as a full degree. The certificate also provides less theory and more practical application, with plenty of working exercises in each course. "

The Project Management Professional (PMP) is a registered mark of the Project Management Institute, Inc.

NEW Principles for Managing Projects

PROJ7012D   **2 Day**   **1.2 CEU**   **$1,299**

This engaging introductory course is ideal for those seeking to understand the principles of managing projects in a professional setting. Participants discuss critical concepts in the lifecycle of a project, examine the importance of different project roles, apply core project management tools using a working project, discuss effective ways to identify and manage key stakeholders, and more. Participants depart with a straightforward framework to effectively manage projects and key skills to support project success.

LEARNING OUTCOMES
- Describe general project management concepts and terminology
- Identify key project team roles and responsibilities
- Describe the importance of proper tracking to meet project commitments
- Apply basic project management tools and techniques

WHO SHOULD ATTEND?
- Office professionals seeking a general understanding of project management tools and techniques
- Individuals who manage small, informal projects and seek a simple process/methodology to follow
- Employees who are periodically assigned to work on project teams

SESSION SCHEDULE / LOCATION

SESSION SCHEDULE	LOCATION
5/29/19 - 5/30/19	Washington, DC
6/18/19 - 6/19/19	Washington, DC
7/17/19 - 7/18/19	Washington, DC
7/22/19 - 7/23/19	Virginia Beach, VA
7/24/19 - 7/25/19	San Francisco, CA
8/6/19 - 8/7/19	Atlanta, GA
8/6/19 - 8/7/19	Washington, DC
8/13/19 - 8/14/19	San Diego, CA
9/10/19 - 911/19	Seattle, WA
9/18/19 - 9/19/19	Washington, DC
10/16/19-10/17/19	Washington, DC
11/13/19 - 11/14/19	Washington, DC

NEW Project Management Overview

PROJ7020D   **1 Day**   **0.6 CEU**   **$699**

This course provides a broad overview of project management using a standardized methodology, focusing on how to coordinate the most common (and useful) project deliverables. In this course, participants will learn how to approach tasks, armed with an understanding of project management and its consistent processes. They will become familiar with a standardized approach to project management and create common project management deliverables throughout the project lifecycle.

LEARNING OUTCOMES
- Discuss the value of project management
- Describe common project management terms and concepts
- Create useful project management deliverables
- Use project management tools to manage project stakeholders

WHO SHOULD ATTEND?
- Individuals seeking a high-level, general understanding of project management
- Individuals working on project teams, or leading project teams
- Individuals seeking Professional Development Units
- Individuals seeking a comprehensive review of the PMI framework

SESSION SCHEDULE / LOCATION

SESSION SCHEDULE	LOCATION
5/15/19 - 5/15/19	Washington , DC
5/16/19 - 5/16/19	Seattle, WA
5/22/19 - 5/22/19	Virginia Beach, VA
6/11/19 - 6/11/19	San Francisco, CA
8/21/19 - 8/21/19	San Diego, CA
9/30/19 - 9/30/19	Washington, DC

Project Management Essentials

NEW

PROJ7007D   **3 Days**   **1.8 CEU**   **$1,599**

Project Management Essentials introduces the Guide to the Project Management Body of Knowledge (PMBOK® Guide) and offers a standardized approach to project management. Participants will use the PMI standard to manage a project throughout its lifecycle, from initiation to closing. In doing so, participants will be developing and using the same proven tools and techniques that experienced project managers use to lead teams to successful project completion.

Participants develop key project deliverables, including a project charter; stakeholder analysis; risk register; scope, quality and requirements documents; project estimates; and project change control deliverables, as they manage a project throughout its lifecycle.

LEARNING OUTCOMES
- Identify elements of the PMI project management framework
- Describe the relationship between project management processes throughout a project lifecycle
- Create common project management deliverables, including a project charter, project scope statement, project schedule, and a project change request

WHO SHOULD ATTEND?
- Individuals seeking a comprehensive understanding of project management
- Individuals pursuing a PMI certification
- Individuals seeking Professional Development Units

SESSION SCHEDULE / LOCATION

SESSION SCHEDULE	LOCATION
5/6/19 - 5/8/19	Washington, DC
6/11/19 - 6/13/19	Virginia Beach, VA
6/17/19 - 6/19/19	Washington, DC
6/25/19 - 6/27/19	Seattle, WA
7/8/19 - 7/12/19	San Diego, CA
7/10/19 - 8/7/19	Washington, DC
7/31/19 - 8/2/19	Washington, DC
8/19/19 - 8/21/19	Washington, DC
8/20/19 - 8/22/19	Atlanta, GA
8/20/19 - 8/22/19	San Francisco, CA
9/9/19 - 9/11/19	Washington, DC
9/9/19 - 9/11/19	Atlanta, GA
9/25/19 - 9/27/19	Washington, DC
10/21/19 - 10/23/19	Washington, DC
11/18/19 - 11/20/19	Washington, DC
12/3/19 - 12/5/19	Washington, DC

Project Leadership

NEW

PROJ8010D   **1 Day**   **0.6 CEU**   **$699**

This course focuses on the leadership aspects of project management.

LEARNING OUTCOMES
- Describe key roles on the project team
- Identify unique responsibilities of the project manager
- Discuss strategies to navigate leadership and management challenges commonly encountered by project teams

WHO SHOULD ATTEND?
- Prerequisites: Basic project management knowledge and organizational skills are recommended.
- Individuals working on project teams, or leading project teams
- Individuals seeking Professional Development Units

SESSION SCHEDULE / LOCATION

SESSION SCHEDULE	LOCATION
5/16/19 - 5/16/19	Washington, DC
6/5/19 - 6/5/19	Washington, DC
6/14/19 - 6/14/19	San Diego, CA
7/11/19 - 7/11/19	Virginia Beach, VA
7/17/19 - 7/17/19	Washington, DC
7/19/19 - 719/19	Seattle, WA
8/13/19 - 8/13/19	Washington, DC
8/28/19 - 8/28/19	San Francisco, CA
9/12/19 - 9/12/19	Washington, DC
9/13/19 - 9/13/19	Atlanta, GA
10/24/19 - 10/24/19	Washington, DC
11/21/19 - 11/21/19	Washington, DC

NEW Planning for the PMP Exam

PROJ9300D **5 Days** **3.5 CEU** **$2,449**

This course is a must for those planning to take the Project Management Institute's PMP® Certification exam. Along with an in-depth review of the PMI framework, participants also obtain an overview of the PMP® exam format, tips for taking the exam, practice exam questions, and more. Each participant receives a copy of the PMBOK® Guide, the highly regarded Rita Mulcahy™ PMP® Exam Prep, a one-year license to online practice exams, a workbook, and flashcards. These valuable resources are designed to help participants continue their preparation after the class ends. PMP® certified instructors facilitate this course using engaging, experiential learning techniques and exercises to help participants understand and apply the information.

In this comprehensive course, participants examine PMP® exam content by reviewing the 10 PMI knowledge areas: Project Integration Management, Project Scope Management, Project Schedule Management, Project Cost Management, Project Quality Management, Project Resources Management, Project Communications Management, Project Risk Management, Project Procurement Management, and Project Stakeholder Management.

LEARNING OUTCOMES
- Identify project activities related to knowledge areas as outlined in the PMBOK® Guide
- Apply appropriate tools and techniques to projects in various situations
- Apply PMI Code of Ethics to typical project scenarios

WHO SHOULD ATTEND?
It is important to complete the following before registering for this course.
- PGMT7007D Project Management Essentials (or predecessor PGMT7005D Project Management), AND
- PROJ9210D Scope, Quality & Risk Management, AND
- PROJ9200D Schedule, Cost & Resources Management, AND
- PROJ9215D Stakeholder & Communications Management, AND
- PGMT8010D Project Leadership

SESSION SCHEDULE — LOCATION

SESSION SCHEDULE	LOCATION
5/20/19 - 5/24/19	Washington, DC
8/19/19 - 8/23/19	Washington, DC
10/28/19 - 11/1/19	Washington, DC

NEW Integrating IT Project Management

PROJ8600T **2 Days** **1.2 CEU** **$1,399**

This course allows participants to enhance their project management knowledge by integrating strategies and techniques specifically for IT projects.

LEARNING OUTCOMES
- Describe the role of the IT project manager
- Discuss unique considerations specifically related to IT projects

WHO SHOULD ATTEND?
- It is important to complete PGMT7007D Project Management Essentials course (or predecessor PGMT7005D Project Management) before registering for this course.
- Individuals working on IT project teams, or leading IT project teams
- Individuals seeking Professional Development Units

SESSION SCHEDULE — LOCATION

SESSION SCHEDULE	LOCATION
6/18/19 - 6/19/19	Virginia Beach, VA
7/11/19 - 7/12/19	Washington, DC
8/13/19 - 8/14/19	Seattle, WA
9/12/19 - 9/13/19	Washington, DC
10/3/19 - 10/4/19	San Francisco, CA
10/24/19 - 10/25/19	Washington, DC

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NEW — Introduction to Microsoft Project 2016

PROJ8990T   **2 Days**   **1.2 CEU**   **$1,399**

This introductory course provides core knowledge and practice exercises for participants to directly operate Microsoft Project 2016. Participants use the software to develop a usable project plan, schedule tasks, manage project resources, and more.

Participants navigate the Microsoft Project 2016 environment by defining a new project plan, organizing and linking project tasks, optimizing the critical path, setting the project baseline, adding and managing resources to the project plan, setting up resource calendars, resolving resource conflicts, customizing Gantt charts, creating timelines and custom reports, and more.

LEARNING OUTCOMES
- Create a new project plan
- Schedule and organize tasks
- Manage project resources
- Create custom reports

WHO SHOULD ATTEND?
- Prerequisites: General knowledge of project management and familiarity with Microsoft Windows (preferably Windows 10)
- Individuals who will manage or oversee project schedules
- Individuals seeking Professional Development Units
- Individuals pursuing a PMP® certification

SESSION SCHEDULE   LOCATION

SESSION SCHEDULE	LOCATION
6/20/19 - 6/21/19	Washington, DC
8/29/19 - 8/30/19	Washington, DC
10/1/19 - 10/2/19	Washington, DC
11/5/19 - 11/6/19	Washington, DC

NEW — Introduction to Agile Project Management

PROJ7010D   **1 Day**   **0.6 CEU**   **$699**

This introductory course provides foundational knowledge, tools, and techniques for building the Agile discipline. By simulating the most popular of the Agile methodologies, participants use Agile techniques to plan, track, and monitor Agile projects.

LEARNING OUTCOMES
- Describe Agile methodologies, frameworks, and processes
- Explain Agile best practices and benefits
- Apply a Scrum project management framework

WHO SHOULD ATTEND?
- Prerequisites: Basic project management knowledge and organizational skills are recommended.
- Individuals seeking a general understanding of Agile
- Individuals seeking to participate in a Scrum development effort
- Individuals seeking Professional Development Units

SESSION SCHEDULE   LOCATION

SESSION SCHEDULE	LOCATION
6/6/19 - 6/6/19	Washington, DC
6/17/19 - 6/17/19	Virginia Beach, VA
8/12/19 - 8/12/19	Seattle, WA
8/28/19 - 8/28/19	Washington, DC
9/10/19 - 9/10/19	San Diego, CA
9/24/19 - 9/24/19	Washington, DC
10/2/19 - 10/2/19	San Francisco, CA
11/4/19 - 11/4/19	Washington, DC
12/6/19 - 12/6/19	Washington, DC

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NEW Schedule, Cost & Resource Management

PROJ9200D　　**2 Days**　　**1.2 CEU**　　**$1399**

The Project Schedule, Cost & Resource Management course applies various estimating methods to successfully develop a project schedule and a project budget. Participants practice the critical path method and earned value analysis, among other tools. The course also examines how to manage resources, particularly for project stakeholders, to execute a project within given time and cost constraints.

In this highly interactive course, participants will learn how to develop a project schedule and determine a critical path; develop resource and cost estimates; use earned value management calculations for cost forecasting; evaluate project changes; and identify key factors for managing a project team.

LEARNING OUTCOMES
- Identify elements of the standard PMI project management framework/process map
- Describe the relationship between project schedule, cost and resource management processes throughout a project lifecycle
- Create schedule, cost and resource management deliverables, including duration, cost and resource estimates, loaded network diagram, critical path, earned value management forecasts, and change requests

WHO SHOULD ATTEND?
- It is important to complete the following before registering for this course: PGMT7007D Project Management Essentials (or predecessor PGMT7005D Project Management), or PMI certification.
- Individuals pursuing a PMI certification
- Individuals seeking Professional Development Units
- Individuals seeking a comprehensive understanding and appropriate application of managing a project schedule, cost, and resources

SESSION SCHEDULE — LOCATION
SESSION SCHEDULE	LOCATION
6/26/19 - 6/27/19	Washington, DC
7/24/19 - 7/25/19	San Diego, CA
7/29/19 - 7/30/19	Washington, DC
8/5/19 - 8/6/19	Seattle, WA
8/12/19 - 8/13/19	Virginia Beach, VA
8/26/19 - 8/27/19	Washington, DC
9/17/19 - 9/18/19	San Francisco, CA
9/18/19 - 9/19/19	Washington, DC
10/8/19 - 10/9/19	Washington, DC
12/11/19 - 12/12/19	Washington, DC

NEW Scope, Quality & Risk Management

PROJ9210D　　**2 Days**　　**1.2 CEU**　　**$1399**

Our Project Scope, Quality & Risk Management course examines the relationships between goal-setting, project scope, and project quality, while experientially guiding participants to identify and manage project risks throughout the lifecycle of the project.

In this highly interactive course, participants will learn how to collect and write project requirements, organize and manage project scope and quality against measurable goals, as well as continually identify, analyze and respond to project risks.

LEARNING OUTCOMES
- Identify elements of the standard PMI project management framework
- Describe the relationship between project scope, project quality, and project risk management processes throughout a project lifecycle
- Create scope, quality, and risk management deliverables, including requirements statement, work breakdown structure, quality metrics, change request, and risk register

WHO SHOULD ATTEND?
It is important to complete the following before registering for this course: PGMT7007D Project Management Essentials (or predecessor PGMT7005D Project Management), or PMI certification.
- Individuals pursuing a PMI certification
- Individuals seeking Professional Development Units
- Individuals seeking a comprehensive understanding and appropriate application of managing a project schedule, cost, and resources

SESSION SCHEDULE — LOCATION
SESSION SCHEDULE	LOCATION
6/24/19 - 6/25/19	Washington, DC
7/15/19 - 7/16/19	Washington, DC
7/15/19 - 7/16/19	Seattle, WA
7/22/19 - 7/23/19	San Diego, CA
8/5/19 - 8/6/19	Virginia Beach, VA
8/22/19 - 8/23/19	Washington, DC
8/26/19 - 8/27/19	San Francisco, CA
9/16/19 - 9/17/19	Washington, DC
11/7/19 - 11/8/19	Washington, DC
12/9/19 - 12/10/19	Washington, DC

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NEW Stakeholder & Communications Management

PROJ9210D   **1 Day**   **0.6 CEU**   **$699**

Communicating and working effectively with project stakeholders can be one of the most challenging aspects of managing projects. The Project Stakeholder & Communications Management course focuses on tools for effective communications planning, including how to analyze and respond to stakeholder needs. The course introduces the concept of interest-based negotiation (IBN) and outlines an IBN process for achieving and maintaining stakeholder agreement as the project progresses.

In this highly interactive course, participants will learn how to identify and analyze stakeholders; evaluate stakeholder needs; develop a communications plan; and employ interest-based negotiation strategies.

LEARNING OUTCOMES

- Identify elements of the standard PMI project management framework (process map)
- Describe the relationship between project stakeholder and communications management processes throughout a project lifecycle
- Create stakeholder and communications management deliverables, including a stakeholder register; communications plan; and stakeholder management strategy

WHO SHOULD ATTEND?

- It is important to complete the following before registering for this course: PGMT7007D Project Management Essentials (or predecessor PGMT7005D Project Management), or PMI certification.
- Individuals pursuing a PMI certification
- Individuals seeking Professional Development Units
- Individuals seeking a comprehensive understanding and appropriate application of managing project schedule, cost, and resources

SESSION SCHEDULE   LOCATION

5/14/19 - 5/14/19	Washington, DC
6/13/19 - 6/28/19	San Diego, CA
6/28/19 - 6/28/19	Washington, DC
7/10/19 - 7/10/19	Virginia Beach, VA
8/7/19 - 8/7/19	Seattle, WA
8/14/19 - 8/14/19	Washington, DC
9/12/19 - 9/12/19	Atlanta, GA
9/19/19 - 9/19/19	San Francisco, CA
9/20/19 - 9/20/19	Washington, DC
10/10/19 - 10/10/19	Washington, DC
12/13/19 - 12/13/19	Washington, DC

On-site Training
What's in it for you:

Cost Savings

As your organization's training needs increase, so does the need to minimize the costs associated with it. By bringing Graduate School USA's courses to your location, you can eliminate the cost of sending your staff to another site. Choosing on-site training means your organization will:

- Eliminate travel costs, such as employee airfare, transportation, per diem, parking, and rental cars.
- Maximize employee training time with no need for travel, overtime, or compensatory pay.
- Save with pricing levels based on the number of participants.

Convenience

- Choose the best time to learn, based on workloads and schedules.
- Experience turnkey delivery—pick the training, time, and place, and we handle the rest.

Relevance

- Tailor off-the-shelf training, and incorporate examples and content specific to your agency.

For more information, visit graduateschool.edu/onsite or call 800.787.9074.

> Having an instructor with PMI Certification adds credibility to the instruction in that the students know that the instructors have passed a rigorous internationally recognized industry certification.

We Have The Best.

GSUSA Project Management Instructor

Clarissa J. Corbin,
MOS, MCTS, MCT, ITIL, 2011, PMP

Clarissa has been teaching for over 25 years. She uses a wide variety of teaching strategies to motivate and help her class learn. As a university instructor, she taught at Columbus State University and Boston University, where she worked directly with professional adults in technology, project management, and business.

Graduate School USA has outstanding Project Management Institute (PMI)® certified instructors.
Faculty member, **Clarissa Corbin**, is certified by PMI as a Project Management Professional (PMP®). She is an experienced instructor, who brings a wealth of project management knowledge, adult learning experience, and technical skills to her classroom instruction.

Meet Clarissa in an upcoming Project Management class at Graduate School USA.

> Project management is a strategy that helps organizations utilize their most valuable resources, their people and money, most effectively.

Graduate School USA

Certificate Programs

Develop the in-depth knowledge
that can lead to career success.

Graduate School USA offers Certificate

Programs that provide extensive training

in areas relevant to professionals

at all stages of their careers.

Graduate School USA

Visit graduateschool.edu/certificates for more information.

Graduate School USA

Real-World Training For Real-World Challenges

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Washington, DC 20024-2420

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Project Management

GSUSA offers a **BETTER** suite of courses to align with today's project concerns and challenges; **STRONGER** content to prepare you for real-world project execution and delivery — All to position you for a **FASTER** path to success.

Visit graduateschool.edu/pm
for more information.

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GSA Schedule
Contract GS-10F-0228P

Graduate School USA is an approved contract holder to provide training and consulting services under Professional Services Schedule, SIN C874. Visit graduateschool.edu/gsa for more information.