

## Summary of Online Course Activities

- Reading the textbook, *A Guide to the Project Management Body of Knowledge (PMBOK® Guide)* – Sixth Edition
- Watching high-quality, award-winning recorded lecture videos that cover key topics in course material (available 24 hours a day/7 days a week throughout the 8-week course)
- Completing workbooks for each module, which will facilitate your learning as well as provide a personalized future reference
- Completing four (4) assignments to develop a better understanding of the key concepts in this course
- Participating in asynchronous online discussions (this is a required part of the course, but it is not necessary to be online at the same time as the other learners)
- Taking online self-tests and quizzes each week by the deadline
- Participating in optional one-on-one coaching via email or through a phone appointment with your instructor

## Learning Outcomes

At the end of the course, you should be able to do the following:

1. Develop a familiarity with the Project Management Institute (PMI)®, *A Guide to the Project Management Body of Knowledge, (PMBOK® Guide)* – Sixth Edition, Project Management Institute, Inc., 2017.
2. Describe the basic project management concepts and terms
3. Define and apply Project Integration Management tools, techniques, and processes
4. Define and apply Project Scope and Procurement Management tools, techniques, and processes
5. Define and apply Project Schedule Management tools, techniques, and processes
6. Define and apply Project Cost and Risk Management tools, techniques, and processes
7. Define and apply Project Stakeholder, Communications, and Resource Management tools, techniques, and processes
8. Define and apply Project Quality Management and change control tools, techniques, and processes
9. Define and apply tools, techniques, and processes to manage project performance
10. Define and apply tools, techniques, and processes to close a project or phase
11. Demonstrate the ability of utilizing project management tools, techniques, and processes on your own projects

## Student Commitment

This online course is designed to meet the requirements of a working professional. Participants will be expected to complete the learning activities each week and assignments by each deadline. Depending on your background and experience with project management, you can expect to commit about 5 to 7 hours of your time per week.