

Boston University Corporate Education Center

Project Management Certificate Programs



Learn to Lead with Certificates in Project Management

Boston University Corporate Education Center's (BUCEC) Project Management Certificate Programs are designed for professionals from all industries with all levels of project management experience looking to advance their careers. These online programs fulfill all educational requirements to sit for the current Project Management Professional (PMP®) exam administered by the Project Management Institute (PMI®). Courses are 100% compliant with the latest Project Management Body of Knowledge (PMBOK®) Third Edition.

Program Benefits

Boston University's online Project Management Certificate Programs offer features and benefits that separate them from all others:

- **Self-paced learning:** Work toward completion as quickly as you would like.
- **Asynchronous setting:** Work on the program whenever it is convenient, from wherever you have Internet access.
- **Rolling enrollment:** There is no need to wait for a specific start date. You can begin in 24-48 hours from enrolling.
- **Expert instruction:** Each course instructor has their PMP certification and averages 22 years of project management experience.
- **Adaptive learning:** The online learning system analyzes the style in which you learn best and then offers the content to you in that style.
- **Current curriculum:** Courses are 100% compliant with the latest Project Management Body of Knowledge (PMBOK®) Third Edition.

Excellence in Education

Boston University Corporate Education Center is a charter member of the Project Management Institute (PMI®), and sits on PMI's global corporate council. PMI® is a recognized worldwide organization of Project Management professionals. As a pioneer in the field representing a global community of over 100,000 professionals from 125 countries, PMI® provides professional services to promote project management.

Over the past 17 years, BUCEC has provided more than 120,000 professionals with Project Management training.



CORPORATE EDUCATION CENTER

Project Management Certificate Programs

- **Foundations of Project Management**
- **Principles of Project Management**
- **Comprehensive Project Management**
- **Certificate in Project Management (bundle of the 3 above)**



For more information, call The College Network

(866) 249-2131

www.college-net.com



Project Management Certificate Programs

Certificate in Project Management (MDB500A)

The Certificate in Project Management is obtained upon completion of all 3 Project Management Certificate Programs: **Foundations of Project Management**, **Principles of Project Management**, and **Comprehensive Project Management**. These online programs fulfill all educational requirements to sit for the current Project Management Professional (PMP®) exam administered by the Project Management Institute (PMI®). Courses are 100% compliant with the latest Project Management Body of Knowledge (PMBOK®) Third Edition.

Participants receive comprehensive Project Management aptitude that is immediately applicable to their current jobs and future endeavors. They also receive the high-impact credentials and certification that the Project Management industry demands for career advancement.

Program Overview

Foundations of Project Management (MDB504)

Credits/Units: 6 CEU / 60 PDU

Project Framework and Integration Management
Project Scope Management
Project Communications Management

Principles of Project Management (MDB505)

Credits/Units: 6 CEU / 60 PDU

Project Time Management
Project Risk Management
Project Cost Management

Comprehensive Project Management (MDB506)

Credits/Units: 7.8 CEU / 78 PDU

Project Quality Management
Project Procurement Management
Project Human Resource Management
Preparing for the PMP® Exam

**Individuals taking these online courses must have a minimum of 2 years experience working on project teams as project team members.*



Foundations of Project Management (MDB504)

Designed for business professionals, mid-level managers, and project managers of any skill level, the Foundations of Project Management Certificate program teaches the basics of Project Management. If you are just starting to manage projects—however big or small—this certificate is for you. The focus is to prepare students with the project management skills necessary to take a project through its life cycle efficiently and effectively. This certificate is 100% compliant with the Project Management Institute's (PMI's®) Third Edition of the Project Management Body of Knowledge (PMBOK®). Key topics include:

- Project processes and activities that integrate the various elements of project management
- The importance of formally initiating a project and the need for proper documentation of the scope of the project
- How communication media, frequency, and content are adapted to fulfill the communication needs of stakeholders

Course Descriptions

Project Framework and Integration Management

This online course provides an overview of project management concepts and principles using lectures and discussions. Students will gain an understanding of the PMBOK® framework and the nine knowledge areas and five process groups. An integrated case study will provide students with a first-hand opportunity to practice the theories and concepts discussed in the material throughout the course.

Project Scope Management

This online course will provide students with the skills and knowledge required to accurately define project scope, create a Work Breakdown Structure (WBS) that details all work components, and learn the elements involved in scope verification and scope control. Scope planning is the most important phase in any project because effective scope planning ensures an understanding of the business case. It involves developing a scope management plan that will be the source of future business decisions, including the criteria to determine if the project is successful. Effective scope planning is the start of a successful project.

Project Communications Management

Managing project communications is one of the most important duties of a project manager. Project managers must keep project owners, team members, management, subcontractors, and other stakeholders informed of project status while constantly evaluating where the project is and where it is going. This online course helps project managers assess their project communication needs, plan for meeting those needs, and effectively communicate project status and forecasts throughout the project life cycle.

Principles of Project Management (MDB505)

The Principles of Project Management Certificate provides a more detailed look into project management by focusing on 3 key project management knowledge areas and processes. This certificate is 100% compliant with the Project Management Institute's (PMI's®) Third Edition of the Project Management Body of Knowledge (PMBOK®). The focus is on the planning, execution, and control of a project, including:

- The importance of determining project activities and breaking them down to the smallest components
- The progression of risk from identification to analysis to response, in addition to the importance of developing and maintaining a risk-management plan and a risk-response plan
- Ways of estimating and budgeting costs, as well as effective monitoring and control of project costs

Course Descriptions

Project Time Management

Understanding a project's schedule requirements and the time-phasing of project tasks is the backbone of effective project management. This online course focuses on the importance of developing an accurate, enforceable project schedule. Participants will be guided through project-schedule development theory and implementation by means of lectures, examples, activities, and a case study.

Project Risk Management

Project managers are critically examining their approach to managing risk. To remain competitive, project managers cannot afford to set up contingencies or control measures for every conceivable risk. Rather, they must determine proportionate expenditure to managing risk. This online course introduces learners to widely accepted risk assessment, management, and control practices using tools and techniques practiced by successful project managers.

Project Cost Management

The first step in successfully managing a project's costs is to have a project budget that realistically reflects the costs for executing the project. This online course gives project managers the tools they need to develop reliable cost estimates by assessing necessary project resources, applying one or more cost estimating methods, adjusting the estimates based on resource availability and project risk, and evaluating the quality of cost estimates prepared by others.

Comprehensive Project Management (MDB506)

The Comprehensive Project Management Certificate focuses on 3 of the more comprehensive project management knowledge areas and processes that are not strengths for many project managers. In many organizations, quality management, procurement, and the allocation of resources are often done by other members of the organization, not the project manager. However, project managers who have acquired the skills to handle these aspects of project management are more empowered to move into a senior level role within their company. This certificate also includes a Project Management Professional (PMP®) Prep component to prepare project managers to take the PMP® certification exam. Topics include:

- Methods of managing project quality, as well as the importance of developing and using a quality plan
- Planning and contracting for required project purchases and acquisitions
- Effectively administering contracts
- Effectively planning resource needs
- Acquiring, developing, and managing project teams

Course Descriptions

Project Quality Management

This online course focuses on both the management of product quality and the management of process quality for creating project deliverables. It provides exposure to the tools, techniques, and metrics used to ensure that sufficient product and process quality is achieved. In addition, exercises and a case study allow attendees to learn how to plan quality into a project and determine key metrics to manage project and process quality.

Project Procurement Management

This online course provides a detailed view of the processes used to acquire resources, complete projects, and ensure fulfillment of requirements. Students are introduced to the procurement acquisition and contract processes of project management, and to the details on contract administration. A systematic approach will aid students in developing an in-depth understanding of procurement and contracting issues from the standpoint of both buyers and sellers of products and services needed to complete project work.

Project Human Resource Management

This online course studies the processes that organize and manage the project team. Students will learn how to plan resources effectively from the start – acquiring the project team, developing the project team, and managing the team throughout the project life cycle. Making sure that team members are involved early in the process adds expertise during the planning process and strengthens commitment to the project. Students will understand how improving the competencies and interaction of team members enhances project performance. They will also learn to track team member performance, provide feedback, resolve issues, and coordinate changes to enhance project performance.

Preparing for the PMP® Exam

This online course prepares project managers for the Project Management Professional (PMP®) Certification exam offered by the Project Management Institute (PMI®). Students will identify their personal strengths and weaknesses involving mastery of the five process groups and nine knowledge areas. Students will be able to develop a personal study program to prepare for the PMP® Certification exam. Use this online course as your first step in effectively preparing to successfully take the PMP® certification exam.

Frequently Asked Questions

Q. Are all courses taken online?

Yes.

Q. When do courses start?

The online courses are completely asynchronous. There are no specific enrollment dates, and students can complete their course work from anywhere and at any time. All you need is a broadband Internet connection.

Q. How long are the courses?

Each course can be completed in as little as 2-3 weeks.

Q. How do I register?

One of the services provided by The College Network, Inc., is to register our customers for BUCEC online Project Management programs. Contact a Program Advisor at **1-800-496-9519** to begin.

Q. Will the certificate show I obtained it online?

No. Upon completion you will receive an official certificate from BUCEC and The College Network.

Q. Who are the instructors and what are their qualifications?

Only skilled, certified PMP® practitioners with extensive real-world experience solving today's business problems teach BUCEC courses. These instructors are leaders in the industry, averaging 22 years of experience in the subjects they are teaching. Instructors undergo a rigorous training process to ensure the highest quality of instruction.

Q. Will I be able to apply what I learn to my current job?

BUCEC's Project Management courses are packed with activities and exercises that simulate real-world projects, allowing you a chance to practice the concepts you are trying to master in your current business.

Q. Is the curriculum current?

Yes. The curriculum is built on the core PMBOK® (Project Management Body of Knowledge) standards. These continuously updated course materials reflect the most current technologies and management practices that corporations require in order to remain competitive.

Q. What are the technical requirements?

Minimum system requirements are: Pentium PC **or** MAC with sound capability running Internet Explorer 5.0 or above. Flash Player, Windows Media Player 7.0, or above is also required.

Q. What if I have a question not answered here?

All you have to do is ask. Call one of our Program Advisors at **1-800-496-9519** to have any and all of your questions answered.

Q. What background do I need to take these online courses?

It is recommended that participants have at least 2 years experience working in a project team as a project team member.

Boston University



Boston University Corporate Education Center (BUCEC) was established in 1986. BUCEC ran their first project management programs in 1989 and has been aligned with the Project Management Institute (PMI®) since its inception. As a charter member of PMI®, BUCEC is represented on PMI®'s Global Corporate Council. BUCEC has trained more than 100,000 professionals with practical, hands-on instruction in management development, business, and advanced technology skills. BUCEC offers a curriculum that meets the industry standards set by the PMI® Project Management Body of Knowledge (PMBOK®). BUCEC is owned by Tech Skills, LLC.

The College Network 

The logo for The College Network, featuring a red graduation cap above the text "The College NETWORK" and "Educational Solutions from Leading Universities" below it.

As one of the nation's leading educational research, publishing, and marketing companies, The College Network, headquartered in Indianapolis, Indiana, has been helping working adults who want to advance their careers since 1992.

Powered by our exclusive Partnership in Education agreements with some of the nation's leading educational institutions, we have helped over 85,000 professionals like you take the next step in furthering their education, career growth, and earning power. The College Network's mission is to make quality education as accessible and affordable as possible for working adults.

Customers of The College Network are able to obtain associate's, bachelor's, and master's degrees, as well as earn professional certificates, without compromising their careers or personal lives. With The College Network's blended learning approach to education for busy adults, you will realize that it is possible to continue your education while balancing all other aspects of life.

We will provide you with the knowledge, skills, and training you need to achieve personal and professional goals. The College Network is your educational solutions partner.