Applied Project Management program | ONLINE

What will I study?

This program will provide you with practical and professional skills in all aspects of project management. There are six courses, including the integration project. All courses are compulsory and may be completed uninterrupted in 14 weeks, or over several terms up to a maximum of two years.

The courses are designed to be taken in sequence so you can progressively work through a project from initiation to closeout. The program finishes with a practical integration project, which provides an opportunity to demonstrate the skills developed throughout the program.

COURSE SEQUENCE
Project Initiation and Charter Development
(one week)
....
Project Planning, Scheduling and Budgeting
(five weeks)
....
Project Execution and Control
(three weeks)
....
Project Leadership and Communications
(two weeks)
....
Project Closeout and Continuous Improvement
(one week)
....
APM Integration and Evaluation
(two weeks)

PROJECT INITIATION AND CHARTER DEVELOPMENT
Learn the terminology, processes and approach to formal project management. At the end of this course, you'll be able to:
• Identify project requirements
• Establish effective project objectives
• Define a project manager's responsibilities
• Create a project charter

PROJECT PLANNING, SCHEDULING AND BUDGETING
Develop valuable project planning skills by creating a comprehensive project plan. At the end of this course, you'll be able to:
• Document project deliverables accurately
• Break down work to a manageable level
• Estimate task and resource needs
• Develop a realistic and optimized schedule
• Create a comprehensive project budget
• Plan proactively to manage project risks
• Use advanced features of Microsoft Project and other tools

PROJECT EXECUTION AND CONTROL
Learn to perform and control projects efficiently and effectively. At the end of this course, you'll be able to:
• Track project tasks
• Evaluate project performance accurately
• Take corrective action to recover variances
• Control changes with informed decision-making
• Manage project contracts and procurement

PROJECT LEADERSHIP AND COMMUNICATIONS
Develop essential leadership and communication skills to manage project teams. At the end of this course, you'll be able to:
• Control project information creation, distribution and storage
• Manage stakeholder expectations proactively
• Lead and motivate project teams
• Identify and manage types of power

PROJECT CLOSEOUT AND CONTINUOUS IMPROVEMENT
Learn to closeout a completed project or phase and how to implement continuous improvement for future projects. At the end of this course, you'll be able to:
• Complete administrative and financial closure
• Transfer the project to operations
• Capture lessons learned
• Improve project management for future projects

PROJECT MANAGEMENT INTEGRATION PROJECT
Apply the various concepts skills and experiences from all of the previous courses to a comprehensive and integrated project. This is the final course in the program and it includes the final exam.

HOW MUCH WORK IS INVOLVED?
You should plan to spend about 12-15 hours per week working through the course content, activities and assignments. These are average numbers based on feedback from hundreds of students who have taken the program, but each student's experience will be different depending on their prior experience, their efficiency with the tools, and their time constraints.

WHO IS THIS PROGRAM FOR?
This program was created for anyone interested in learning to manage projects better. You don't have to be in a project management position, but many students are working as project managers, supervisors or project coordinators. It helps if you have experience working on projects in some capacity so you can put the learning in context, but it doesn't matter what industry you work in.

Past participants have come from diverse backgrounds and include those with no experience managing projects to people with more than 30 years' experience managing large, multi-year projects. Some participants have little formal education, while others have advanced degrees and their Project Management Professional (PMP)® credential already. One thing common to all of them – they all say they've learned a lot from this program.

HOW WILL THIS PREPARE ME FOR MY PMP®?
The PMP® credential requires education, project management experience, training, and a final exam. This program provides almost six times the required project management training, and all the content aligns with the most current version of A Guide to the Project Management Body of Knowledge, (PMBOK® Guide).

WHAT ARE THE PREREQUISITES?
Courses must be taken in sequence, even if you intend to spread them out over several terms – you must complete the previous course in the sequence before you can take the subsequent course. Other than that, you must have a reasonable level of computer literacy and sufficient proficiency in English to communicate your learning in your assignments.

WHY IS THIS PROGRAM BETTER THAN OTHERS?
Many other project management programs are designed for technical audiences, and they give students a generic case study to work on with a team. Sometimes working as part of a team means students only learn their part of an assignment instead of all the skills, and working on a case study may not be applicable to your field or industry.

In our program, you choose your own project to work on and complete individual assignments. This means you'll learn all of the skills, not just some of them. Plus, you'll be using a project familiar to you, rather than an unrelated case study.

HOW DOES ONLINE LEARNING WORK?
Online learning in this program is called asynchronous, which means you don't need to be online at the same time as the instructors or other participants. Courses are accessible from anywhere there's an internet connection – past students have studied from all over the world, including from a camp in the middle of the Amazon jungle! Study at a time and place that's convenient for you and your schedule.

Courses are divided into modules that follow a weekly schedule. Each week, you'll learn one or two modules, and complete a practical assignment to apply the skills learned that week. This helps pace your progress through the courses to ensure that you're able to learn without falling behind. Modules include readings, online videos, samples, templates, exercises, and an assignment to help you learn the techniques, see how they're applied to a sample project, and then practice using the skills on a project of your own.

Our program also uses a wide variety of tools, like discussion forums, blogs, wikis, group activities, and email to increase collaboration between you, other participants and the instructor. Instructors are also available by appointment for consultation by phone or online chat. You can feel confident you'll be guided through the learning process as much or as little as you prefer.

GeorgianCollege.ca/projectmanagement

HOW IS THIS PROGRAM RECOGNIZED?

You can be assured that you'll learn the most up-to-date project management skills. Also, past students have received credit for this program towards undergraduate and graduate degrees through prior learning assessment, but the final decision on credit award is always up to the granting institution.

HOW WILL I BE ASSESSED?

You'll receive a percentage grade for each course. All marks are awarded based on completion of written assignments in each course. The final course consists of an integration project and final exam, which covers all of the material learned in the program.

WHO ARE THE INSTRUCTORS?

All courses are taught by working professionals with more than 20 years' experience in management and teaching. Each instructor holds the Project Management Professional® (PMP)® credential and has managed projects in a wide variety of industries, so you'll receive real-world instruction focused on your learning needs.

Two instructors are assigned to a cohort each term, so you'll receive consistent feedback throughout the courses and get to know them well.

HOW LONG HAS THE PROGRAM BEEN AROUND?

We have delivered this program to thousands of students since 2003. The program is reviewed after each term and continually updated to include the most current information. You can be confident you'll receive high-quality and effective training.

WHERE CAN I SEE A SAMPLE OF THE COURSES?

Visit https://lms.appliedmanagement.com/course/view.php?id=3 and click "Login as a Guest". to view a sample course. Within this sample course, you can click on any of the links to see what features are included in the courses.

COURSE	LENGTH
Project Initiation and Charter Development	One week
Project Planning, Scheduling and Budgeting	Five weeks
Project Execution and Control	Three weeks
Project Leadership and Communications	Two weeks
Project Closing and Continuous Improvement	One week
APM Integration and Evaluation	Two weeks
Total*	**14 weeks**

* For current prices, please see Georgian College's Continuing Education website.

WHAT MATERIAL WILL I NEED?

The program uses several resources to help you learn practical project management skills. When you enrol, you'll receive detailed instructions on what's required, but you can expect to need:

- A computer with internet access and a current browser
- Windows operating system (Mac users can create a virtual PC on their device using software such as Parallels)
- Microsoft Word and Excel
- Microsoft Project (only works with Windows)
- Textbook

What do students say about the program?

"I just wanted to say what a great program you have. I have learned a lot in these past several weeks. The support and guidance offered by the Project Management program was exactly what every project manager should have. This program has supported my development from both a project management and a personal perspective, providing me with the information, tools, and confidence to thrive in today's dynamic business environment. Also, with your very cost-effective program, I was able to pass the PMP* exam on the first try. I am truly grateful to have participated in this program."

Richard Cui, PhD, PMP, Senior Researcher

"The course environment is both challenging and stimulating. I regularly apply the knowledge and skills I learned in this rigorous and practical program. I'd recommend the program to anyone wanting to truly prepare themselves for the non-sugar-coated reality of project management."

Malcolm McKinnon, MBA, Vice President and COO

"I took the program in 2006. As a result of this training, I achieved a promotion and significant increase to my salary."

Janice Milnerwood, PMP, Senior Project Manager

"Taking this program was a critical move in my professional career and a must for anyone wanting to be a cut above the competition!"

Riz Rafiq, PMP, Project Director, PMO

"The program not only gave us the information, but challenged us to learn it and use it in real project scenarios. Great program!"

Alexis Applin, Senior Project Manager

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