



Management Training Programs - FALL 2006



Project Management Tools & Techniques 2 Day Workshop

And Other Project Management Courses

Improve Organizational Performance

Gain Marketable Career Skills

Today's corporate world is becoming increasingly competitive. Companies require new strategies to react quickly and provide outstanding service at reasonable costs. Many organizations are now turning to project management as a formal strategy to improve their competitiveness and performance. Using a project based approach in delivering your organization's products and services provides your teams with proven techniques and methodologies for professionally managing and controlling their projects while achieving customer satisfaction. For individuals, project management provides marketable professional skills that are in great demand.

What you learn

Master basic project management skills, methodologies, and tools to enable you to prioritize your projects and workload, create realistic goals, recruit and manage high performing teams, create a work breakdown structure that makes your projects easier to manage, establish reliable project budgets and schedules, implement project tracking techniques, and create effective strategies to control the project budget, schedule, and quality. Both the technical and soft skill sides of project management are covered.

Workshop Format

This hands-on workshop includes instruction and exercises that reinforce the learning. Participants are grouped in teams that plan and manage real projects using the tools and techniques presented in the workshop. Every participant receives:

- Two full days of instruction
- Comprehensive PM reference binder
- Certificate of completion
- Project manager's toolkit (with e-templates to use on your own projects)

Who Should Attend

Executives, managers, supervisors, new project managers, experienced project managers with no formal project management training, business owners, individuals wanting to upgrade skills, those considering career changes. The training is non-industry specific and applies to all sectors.

Presented in association with National Project Management Inc., an international project management training firm registered as a Global Education Provider of the Project Management Institute. Learn from working industry professionals that bring a wealth of practical experience.



Date and Schedule

Sept 28-29, 2006 (9:00 - 4:30) or
Nov 29-30, 2006 (9:00 - 4:30)

Location

John Hopkins University DC Center
Dupont Circle Area
1625 Massachusetts Ave, NW
Washington, DC

Fee: \$899

(includes workshop materials)

Course Code: MGM 521

Course Information

Call (800) 683 7267

Email

anita.hellstrom@oei-edu.com

Course Outline

www.oei-edu.com/m521.htm

Registration

Call (800) 683 7267

Email anita.hellstrom@oei-edu.com

Web www.oei-edu.com/empre.htm

Fax (240) 371 4488

print registration form from web site

On-Site Training

This and all our other project management courses are available for on-site training. If you want to train several staff in your company, we can provide your own customized workshop at affordable group rates.

Call (800) 683 7267



Other Project Management Programs

PMP Certification Exam Preparation

Become a Certified Project Management Professional (PMP)

PMP® Certification from the Project Management Institute is the industry standard for demonstrating competence and a solid foundation of project management skills. This workshop prepares participants to write the PMI Project Management Professional (PMP) certification exam and provides the 35 hour educational credits required for new applications.

Program Features

All official exam topics are covered using the PMI framework. The program features:

- Comprehensive review of all PMBOK subject matter
- Review of all PMI Knowledge Areas.
- 1000 page Reference Binder covering all PMP exam topics organized by subject, knowledge area, and hundreds of review questions with answers for each topic
- No. 1 Best Seller PMP Prep Study Guide Text
- Exam Simulation Software to gauge your readiness to take the exam. Simulates the actual exam.

Participants evaluate their existing knowledge, determine what knowledge is missing, and create a study plan to fill the gaps.

Date and Schedule

Oct 23 - 27, 2006
(9:00 - 4:30)

Fee: \$1,899
(incl. workshop materials)

Course Code: MGM 531



Project Management Certificate Program

Earn a Certificate in Project Management or Take any 2 Day Workshop Individually

This six module comprehensive training program provides the PMI project management context, processes, and knowledge areas, with coverage of the PMBOK. Participants learn skills and strategies that enable them to properly plan, execute, and control their projects with strategies for interfacing with stakeholders and managing project teams. The certificate program also prepares participants to write the PMI Project Management Professional (PMP) certification exam and provides the educational credits required for new applications. This offering is available as a full certificate program or as individual workshops on project management subject areas.

Module	Course Title	Code	Dates	Cost
1	Project Management Framework and Integration	MGM 541	Oct 5-6, 2006	\$899.00
2	Project Planning and Control	MGM 542	Oct 19-20, 2006	\$899.00
3	Communications and Soft Skills	MGM 543	Nov 2-3, 2006	\$899.00
4	Risk Management and Quality	MGM 544	Nov 16-17, 2006	\$899.00
5	Contracting and Procurement	MGM 545	Nov 30-Dec1,2006	\$899.00
6	Project Case Study and Review	MGM 546	Dec 14-15, 2006	\$899.00
1 - 6	Certificate Program (Take all 6 modules - receive discount)	MGM 540	Oct - Dec 2006	\$4,500



**Earn PDU Credits from
Project Management
Institute**

NPM is a Registered Educational Provider of the Project Management Institute. All workshops qualify for educational training towards new applications for PMP certification or for PDU credits towards maintaining PMP accreditation.



Organizational Effectiveness Institute

www.oei-edu.com

All courses held at

John Hopkins University DC Center
Dupont Circle Area
1625 Massachusetts Ave, NW
Washington, DC

Registration / Information

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registration form from web site