

OVERVIEW: This hands-on course introduces best practices and fundamental skills needed to successfully complete projects. The class includes “reality checks” with concepts, as well as a full project lifecycle simulation applying tools and techniques in a dynamic team environment. Basic project management tools, as well as related examples and workshops will be integrated with the course delivery to ensure the content is relevant to the student’s real world experience.

TARGET AUDIENCE: Project managers, project sponsors, team members, supervisors, and stakeholders.

LENGTH: The training is a total of 4-days of in-class time.

COST: \$1,081

TOPICS:

Day 1 – Initiating Phase <ul style="list-style-type: none">• Project Management Overview• Project Lifecycles & Sizing• Project Roles & Responsibilities• Create Project Charter	Day 3 – Planning Phase Continued <ul style="list-style-type: none">• Schedule & Budget Development• Stakeholder, Communication, Quality, Change• Risk & Issue• Risk Analysis & Summary
Day 2 – Planning Phase <ul style="list-style-type: none">• Scope Definition• Schedule & Budget Development	Day 4 – Executing Phase <ul style="list-style-type: none">• Executing Phase• Monitoring / Controlling Phase• Close Out Phase

REGISTRATION: To register, log into iLearnOregon at <https://ilearn.oregon.gov>. In the course catalog search for OPMCP.

When you register you will be required to pay for the class using a credit card. Make sure to have the appropriate person available to enter in the credit card information.

QUESTIONS: If you have any questions about the program, please contact Brandy Meng at chro.training@oregon.gov or 503-480-6626.

LOCATION: Chemeketa Community College - Winema
4001 Winema Place NE Salem, 97305

CLASS DATES

1. 10/18/16
2. 10/19/16
3. 10/25/16
4. 10/26/16

CLASS TIMES: 8:30am – 4:30pm

SCHEDULE FOR 2017

LOCATION:	Chemeketa Center for Business & Industry 626 High Street NE Salem	CLASS DATES
CLASS TIMES:	8:30am – 4:30pm	1. 3/7/17 2. 3/8/17 3. 3/14/17 4. 3/15/17
LOCATION:	Chemeketa Center for Business & Industry 626 High Street NE Salem	CLASS DATES
CLASS TIMES:	8:30am – 4:30pm	1. 6/20/17 2. 6/21/17 3. 6/27/17 4. 6/28/17
LOCATION:	Chemeketa Center for Business & Industry 626 High Street NE Salem	CLASS DATES
CLASS TIMES:	8:30am – 4:30pm	1. 10/17/17 2. 10/18/17 3. 10/24/17 4. 10/25/17