

TRAINING SERIES OVERVIEW: The Overview of Project Management and Business Analysis course is required before taking any of the other courses in the Introduction to Managing Projects (IMP) training series or the Introduction to Business Analysis (IBA) training series.

AUDIENCE: Oregon state government or other governmental project sponsors, managers, project team contributors and others involved with projects. This is an excellent introduction for an organization seeking to develop common concepts and terminology across a range of participants and stakeholders.

COURSE DESCRIPTION: This overview course provides fundamental Project Management and Business Analyst concepts and frameworks, and how these roles support and deliver value in an organization. Topics for this course will include business analysis and project management core concepts, common roles, terminology, best practices, methodologies, and project approaches.

The content in this class is based on standards and practices defined in the Project Management Institute Guide to the Project Management Body of Knowledge (PMI PMBOK®); the PMI Business Analysis for Practitioners: A Practice Guide®; and the IIBA Guide to the Business Analysis Body of Knowledge (BABOK®).

LENGTH: One and a half days of in-class time. This course will be delivered in-person or virtually via Zoom.

COST: \$450

REGISTRATION: To register, go to <https://tinyurl.com/OPMandBA> (you will be prompted to log into Workday first). Once you are logged in, you'll go directly to the course overview page.

Waitlist: If you enroll into a full cohort you will be added to the waitlist and will not be able to register into another cohort that has openings.

****IMPORTANT**** Use this schedule to verify the delivery mode (in-person or virtual via Zoom) and the cohort dates before enrolling into the offering in Workday.

ATTENDANCE POLICY: A participant may not miss 60 or more minutes of the training. If a participant misses 60 or more minutes of the training, they will be required to attend with a future offering to receive course completion. If you join after the first 60 minutes, your enrollment will be cancelled and payment cannot be refunded or applied to a future offering.

CANCELLATION POLICY: A learner may cancel a registration with no penalty 30 days before the start of the first class. The learner is expected to pay the registration fee if they cancel less than 30 calendar days prior to the first class or if they do not show up to the class. A substitute can be sent if the learner is unable to attend.

**QUESTIONS:**

If you have any questions about the program, please contact Olivia Yarbrough at chro.training@das.oregon.gov.

2024 Cohorts 7 and 8 will open in Workday on July 1.

2024 COHORT SCHEDULE

Cohort 1			
Virtual Sessions	Date	Time	Instructor
Session 1	January 16, 2024	8:30am to 4:30pm	Chris Dennis
Session 2	January 18, 2024	8:30am to Noon	Chris Dennis
Cohort 2			
Virtual Sessions	Date	Time	Instructor
Session 1	January 30, 2024	8:30am to 4:30pm	Chris Dennis
Session 2	February 1, 2024	8:30am to Noon	Chris Dennis
Cohort 3			
Virtual Sessions	Date	Time	Instructor
Session 1	February 6, 2024	8:30am to 4:30pm	Chris Dennis
Session 2	February 8, 2024	8:30am to Noon	Chris Dennis
Cohort 4			
Virtual Sessions	Date	Time	Instructor
Session 1	February 20, 2024	8:30am to 4:30pm	Chris Dennis
Session 2	February 22, 2024	8:30am to Noon	Chris Dennis
Cohort 5			
Virtual Sessions	Date	Time	Instructor
Session 1	June 4, 2024	8:30am to 4:30pm	Chris Dennis
Session 2	June 6, 2024	8:30am to Noon	Chris Dennis
Cohort 6			
Virtual Sessions	Date	Time	Instructor
Session 1	June 13, 2024	8:30am to 4:30pm	Chris Dennis
Session 2	June 27, 2024	8:30am to Noon	Chris Dennis
Cohort 7			
Virtual Sessions	Date	Time	Instructor
Session 1	September 3, 2024	8:30am to 4:30pm	Chris Dennis
Session 2	September 5, 2024	8:30am to Noon	Chris Dennis
Cohort 8			
Virtual Sessions	Date	Time	Instructor
Session 1	December 3, 2024	8:30am to 4:30pm	Chris Dennis
Session 2	December 5, 2024	8:30am to Noon	Chris Dennis