COURSE SYLLABUS

Managing Money, People, and Technology Course (Self-Paced)

Develop strategies to leverage technology, manage financial resources, and lead high-performing teams in support of the Executive Core Qualification (ECQ) Driving Efficiency.

> Group classes (Live Online) and onsite training are available for this course. For more information, email onsite@graduateschool.edu or visit: https://www.graduateschool.edu/courses/managing-money-people-and-technology-course-self-paced



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Course Outline

Module 1: The Federal Technology Landscape

- Define the current ECQ requiring driving efficiency.
- Describe what it means to leverage technology and how that skill set shapes modernization and influences leadership.
- Identify and describe key categories of emerging technologies relevant to Federal missions.

Module 2: Applying Technology to Improve Organizational Efficiency and Effectiveness

- Evaluate new technologies based on mission alignment, readiness, risks, and potential ROI.
- Design or sponsor pilots that test technology in a controlled, low-risk environment.

Module 3: Cybersecurity, Data Protection, and Accessibility

Use tools to strengthen cybersecurity and data protection practices.

Module 4: Responsible & Ethical Use of Emerging Technology

- Identify core principles of responsible and ethical technology use.
- Evaluate ethical risks associated with emerging technologies.
- Apply federal ethical standards, privacy requirements, and risk-mitigation steps to real-world scenarios.
- Make informed decisions that balance mission impact, fairness, transparency, privacy, and public trust.
- Explain how leadership behaviors shape organizational culture around responsible tech adoption.

Module 5: Aligning, Allocating, Managing, & Monitoring Financial Resources

- Align mission priorities with budget proposals.
- Identify core strategies to manage and allocate financial resources.
- Apply methods to monitor expenditures and ensure fiscal compliance.
- Use real-world federal examples to recognize effective and ineffective resource management.
- Identify opportunities to reduce unnecessary costs.
- Apply base cost-benefit analysis in federal decision-making.

Module 6: Managing People and Workforce Resources

- Identify core strategies for planning, developing, and allocating employee training, tools, and support services.
- Use effective management practices to maximize employee productivity, growth, accountability, efficiency, and engagement.
- Recognize real-world federal examples of effective and ineffective workforce management.
- Diagnose root causes of workforce capacity or performance issues.
- Use data and workforce analytics to inform staffing decisions.