

Project Management Certificate Program (Self-Paced)

Build essential project management skills through hands-on training in planning, execution, and communication.

Group classes in Live Online and onsite training is available for this course. For more information, email onsite@graduateschool.edu or visit: <https://www.graduateschool.edu/certificates/project-management-certificate-program-self-paced>



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Course Outline

This package includes these courses

- Project Management Essentials Course (Self-Paced) (18 Hours)
- Schedule, Cost & Resource Management Course (Self-Paced) (12 Hours)
- Scope, Quality & Risk Management Course (Self-Paced) (12 Hours)
- Project Leadership Course (Self-Paced) (6 Hours)
- Stakeholder & Communications Management Course (Self-Paced) (6 Hours)
- Introduction to Agile Project Management Course (Self-Paced) (6 Hours)

Project Management Essentials Course (Self-Paced)

Gain essential project management skills aligned with the Project Management Institute's PMBOK Guide. Through hands-on training, you will learn how to manage a project from start to finish using structured processes and professional standards.

- Create project charters, stakeholder analyses, scope statements, and risk registers.
- Develop accurate estimates and establish metrics for project performance.
- Apply tools for planning, execution, monitoring, and closeout phases.
- Understand how to manage change, communication, and project documentation.

Schedule, Cost & Resource Management Course (Self-Paced)

Master the techniques to create project schedules, estimate costs, and manage resources effectively. This course provides hands-on training in critical path analysis, earned value management, and stakeholder coordination.

- Understand the relationship between schedule, cost, and resource management.
- Create project schedules and determine critical paths.
- Develop accurate cost and resource estimates.

- Use earned value management for cost forecasting.
- Manage project teams and stakeholder expectations.
- Evaluate project changes and implement control measures.
- Apply industry-standard project management frameworks and tools.

Scope, Quality & Risk Management Course (Self-Paced)

Learn to align project scope and quality with organizational goals while effectively managing risks throughout the project lifecycle. This course provides hands-on training in creating deliverables, analyzing risks, and ensuring quality standards.

- Understand the relationship between scope, quality, and risk management.
- Create deliverables like requirements statements, work breakdown structures, and risk registers.
- Plan and manage project scope and quality against measurable goals.
- Identify, analyze, and respond to project risks.
- Apply the PMI project management framework to real-world scenarios.
- Explore strategies for maintaining quality and mitigating risks post-planning.

Project Leadership Course (Self-Paced)

Learn the leadership aspects of project management, including team dynamics, communication strategies, and organizational structures. This course equips project leaders with tools to inspire teams and achieve project goals.

- Understanding key roles and responsibilities on project teams.
- Exploring leadership models and organizational structures.
- Enhancing communication within project teams.
- Navigating leadership and management challenges.
- Applying strategies to lead and motivate project teams effectively.

Stakeholder & Communications Management Course (Self-Paced)

This course teaches how to analyze stakeholder needs and develop communication strategies that build alignment. Participants learn planning tools, message framing, and delivery techniques suited to professional environments.

- Identify elements of the standard PMI project management framework (process map).
- Describe the relationship between project stakeholders and communications management processes throughout a project lifecycle.
- Create stakeholder and communications management deliverables, including a stakeholder register, communications plan, and stakeholder management strategy.

Introduction to Agile Project Management Course (Self-Paced)

This foundational one-day workshop introduces Agile tools and methods through simulation exercises. Participants learn how to plan sprints, facilitate backlog refinement, and use Scrum frameworks to manage short-cycle projects in federal environments.

- Describe Agile methodologies, frameworks, and processes.
- Explain Agile best practices and benefits.
- Apply a scrum project management framework.