

# HOW TO THINK LIKE A PROJECT MANAGER

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# PROJECT MANAGEMENT EXCELLENCE



In partnership with Turner Change Management Inc. we are pleased to offer:

## “Train Remotely – Attend **VIRTUAL** Classes with a Live Instructor”

Registered students will take these courses from their home or workspace. Students must have a laptop with reliable internet capable of connecting to **Zoom** with use of microphone and video.

**\*REGISTER FOR ONE OR BOTH COURSES\***

### HOW TO THINK LIKE A PROJECT MANAGER

(EXT.1201 TH41) Designed for anybody who wants to advance their leadership and management skills; understand and apply the basic principles of project management.

**\$450.00 (plus \$22.50 GST)**

**June 20 & 23, 2022 (9:30a-1:00p)**

\*Includes Pre-course technical orientation (½ hour duration) **June 17 @ 9:30am**

This course is instructed by a certified Project Management Professional (PMP) and aligns with the educational requirements to become a Certified Associate Project Manager (CAPM).



### PROJECT MANAGEMENT EXCELLENCE

(EXT.1240 TH21) Take your project management knowledge further and discover how to lead a project from a Project Management Professional.

***Pre-requisite:*** *How to Think Like a Manager course or completion of other Introduction Project Management course or past project management experience.*

**\$2,045.00 (plus \$102.25 GST)** Price includes PMBOK

**September 12-16, 2022:** Sept 12 (9:30a-11:30a); 13 (9:30a-4:30p); 14, 15 & 16 (9:30a-1:00p)

\*Includes Pre-course technical orientation (½ hour duration) **September 9 @ 9:30am**

## REGISTER TODAY:

Contact Bonnie Lederhaus, Operations Coordinator  
**Phone: 204-307-0210**      **Email: [blederhaus@ucn.ca](mailto:blederhaus@ucn.ca)**

**Deadline to register is on the following dates by 4:00 pm:**

**REVISED DEADLINE June 15, 2022** for How to Think Like a Project Manager, June 20 Class start  
**August 29, 2022** for Project Management Excellence, September 12 Class start

The fee must accompany the registration form in order for your seat to be held. Pay by cash, check, Purchase Order, ATI, TAN, MasterCard/Visa. Courses are subject to cancellation due to insufficient enrolment.

Refund Policy: 100% refund will be issued if course is cancelled by UCN. If student wishes to withdraw, a refund will be issued providing the voluntary withdrawal form is submitted to UCN 15 business days prior to first day of class.

**Further information on course offerings can be found at [UCN.CA/CIS](http://UCN.CA/CIS)**

***UCN acknowledges that we are on the traditional territories and homelands of many Indigenous peoples, who have existed here since time immemorial. The First Nations in the area that UCN serves entered into treaty relationships with the Crown and the territory has also become home to other Indigenous peoples. We uphold the treaties and collaborate with all Indigenous peoples to share truth, reconciliation and learning.***

# How to Think Like a Project Manager: Without Becoming One

## Virtual Course

Reap the benefits of thinking like project management without becoming a project manager.

The course begins with an exploration of the difference between operational work and project work. From there you will apply key principles that shape the way a project manager thinks, approaches, and manages a project.

The course gives anyone not familiar with project management an introduction to the core principles and practices of project management.

### **Course Outline and Features**

“How to Think Like a Project Manager” is a virtual course. It is delivered live and online through our virtual classroom.

Participants use a variety of small and large group conversations and activities to explore key principles of project management. Some of the topics covered include defining scope and why it’s important, the value of a project charter, how to create a work break down structure, and expectations of a project team member.

The course also includes:

- Pre-course technical orientation for participants
- Live virtual training with Dr. Dawn-Marie Turner or a Project Instructor
- One copy of How to Think Like a Project Manager Participant E-booklet
- Tools and project management templates

### **Participant Benefits and Take Away**

- An understanding of why projects fail and how project management can prevent failure
- Clear actions to take to set up any project for success
- Knowledge of common project management terms to enable you to fully and comfortably participate on a project team
- Tools to define project scope and why it’s important to do so
- New communication tools and methods to reduce risk, and track and monitor projects you may be asked to lead
- How to close a project and why it’s important

# Project Management Excellence

## Virtual Course

Take your project management skills to the next level.

The “Project Management Excellence” course is designed for managers and employees who have a basic understanding of project management and want to go to the next level. If you want to manage small to medium size projects in your organization, participate actively as part of a project team or are hire project managers for your organization this course will help.

In this course you will explore and apply the project management processes that will enable you to successfully set-up, manage, and complete a project.

### **Course Design and Features**

Pre-requisite: How to Think Like a Manager course or completion of other Introduction Project Management course or past project management experience.

“Project Management Excellence” is a virtual, live, interactive, and applied course. As an applied learning course, you will use your own experience, project, and examples to apply the course content.

The course includes 23 hours of instruction divided into five units. Each unit is aligned with a project management phase and aligned with the Project Management Body of Knowledge. You will use a variety of small and large group conversations, exercises, tools, and templates to explore and apply key processes within each phase of the project management lifecycle.

The course also includes:

- Pre-course technical orientation
- One copy of Project Management Excellence Participant E-booklet
- Project management templates

### **Participant Benefits and Take Away**

- Set up a project for success
- Create a project plan and establish a high-performance project team
- Work with the project sponsor, stakeholders, and a project team
- Schedule, resource, and budget a project appropriately
- Assess and monitor your project throughout its lifecycle to ensure its successfully completed
- Close your project when completed
- Recognize the importance of culture and collaboration when managing a project