



# University of Connecticut

## ADVANCED BUSINESS CERTIFICATE (ABC)

IN

### PROJECT MANAGEMENT (PM)

Today's business projects run the gamut from relatively straightforward local endeavors to complex ventures involving multi-disciplinary teams across broad geographic locations. Efficiently managing all types of projects is crucial to the competitive well-being of any firm. Business professionals who are technically competent in project management and successful in working with diverse teams to drive project deliverables are in great demand. This program is created for Business professionals who wish to enhance their project management skills.

**Location:** Graduate Business Learning Center (GBLC) in Hartford

#### Departments offering the Program

Department of Operations and Information Management (OPIM)

#### Eligibility and Application Process

To qualify for admission to the ABC-PM program, the applicant must have an undergraduate degree and are working professionals in this area. Advanced Business Certificate (ABC) applicants may apply to the program at any time during the year. Apply online at <http://www.business.uconn.edu/abc>

#### Courses

To earn the certificate, a student must complete OPIM 5270, OPIM 5668, and MGMT 5894 and one of the following two courses: BLAW 5175 or OPIM 5894.

***OPIM 5270: Project Management***- OFFERED IN Fall and Spring

***OPIM 5668: Project Risk and Cost Management*** - OFFERED IN Spring

***OPIM 5894: Advanced Project Management*** - OFFERED IN Spring

***MGMT 5894: Project Leadership and Communications/MGMT 5138: Managing Organizations*** - OFFERED IN Fall and Spring

***BLAW 5175: Business, Law, and Ethics in Modern Society*** - OFFERED IN Fall and Spring

#### Pedagogy

Courses will be offered in a blended fashion with a mixture of face-to-face and online instruction.

**Contacts :** Please contact the program office or the individual departments for further details. You can also obtain further information from <http://www.business.uconn.edu/cms/p421>.



## Course Details

Please note that some of the courses have prerequisites that must be satisfied. If a student in the Certificate program has completed a course that is equivalent to one of the listed courses at UConn or another institution, the respective course in the Certificate program may be waived. However, no more than two courses may be waived. The waiver decision is at the discretion of the department head of the department delivering the course. The PM prerequisite cannot be waived. It is suggested (though not required) that OPIM 5270 is taken prior to other OPIM courses. All other courses may be taken concurrently or in any sequence.

To earn the certificate, a student must successfully complete OPIM 5270, OPIM 5668, and MGMT 5894 and one of the following two courses: BLAW 5175 or OPIM 5894 (subtitles as below). The MGMT 5894 requirement can be substituted with the special section of MGMT 5138 which emphasizes leadership and communications skills applied in Project Management Settings.

### OPIM 5270: Project Management- **OFFERED IN Fall and Spring**

Business objectives are increasingly solved by projects. Many projects fail to produce the expected results, are over budget, or not completed on time. Good project management significantly improves the likelihood of a successful project. This course will examine the project management process and the management of a portfolio of projects, with focus on techniques to overcome the pitfalls and obstacles that frequently occur during a typical project. It is designed for business leaders responsible for implementing projects, as well as beginning and intermediate project managers.

### MGMT 5138: Managing Organizations (Special Section which emphasizes leadership and communications skills applied in Project Management Settings)

Effective managers must possess the leadership and interpersonal skills necessary to manage an increasingly diverse work force. Knowing how to reap maximum benefit from an organization's human capital is essential for today's manager. This course focuses exclusively on the development and improvement of the participant's "people skills" as they relate to managing others and working on teams with others. Participants learn not only the latest concepts, but also receive constructive feedback on their own management and leadership style. Topics such as establishing interpersonal presence and rapport, managing diversity in a multi-cultural workforce, coaching and conducting performance appraisal sessions, managing group dynamics, building an effective decision-making team, developing a motivational climate, and exercising transformational leadership are explored. Through the use of experiential exercises and role playing, participants are given a "hands-on" opportunity to practice and refine their leadership and team skills as well as to gain significant insight into their own strengths and weaknesses as a manager.

### MGMT 5894: Project Leadership and Communications- **OFFERED IN Fall and Spring**

This course explores the issues that managers face when attempting to get work accomplished through other individuals or teams, while emphasizing innovation in their products, services, and internal processes. The relationship between individuals, organizations and the larger social context is studied. Focus topics include: motivation, incentive systems, team and work flow management. You will review management techniques, effective verbal and nonverbal communication methods and negotiation skills as they pertain to the different aspects of managing individuals or teams. You will study how successful



managers have developed the ability to understand the nature of conflict and its resolution through persuasion, collaboration, and negotiation. You will learn theories of interpersonal and organizational conflict and its resolution as applied in personal, corporate, historical, and political contexts.

**OPIM 5668: Project Risk and Cost Management- OFFERED IN Spring**

This course introduces the art and science of project risk as well as continuity management and cost management. Risk management ensures a project is completed through both general and severe business disruptions on local, national and international levels. Managing the risk of a project as it relates to a three-part systematic process of identifying, analyzing, and responding is examined through actual case studies. In addition, this course will examine the process of cost management, early cost estimation, detailed cost estimation, and cost control using the earned value method, issues related to project procurement management, and the different types of contracts for various scope scenarios.

**OPIM 5894: Advanced Project Management- OFFERED IN Spring**

This course provides an opportunity to integrate skills and knowledge, review state-of-the-art issues and produce deliverables required for successful project management. Students learn advanced simulation tools and techniques that can reinforce project planning and control skills, and enrich leadership skills as it pertains to change-control and decision-making. A key focus of this course is on the development and delivery of project quality management and applying a quality framework to ensure customer satisfaction. Within this course students learn quality planning, quality assurance, and quality control. Students also master state-of-the-art topics such as: outsourcing and virtual project management, including global project management practices that address national boundaries, geographic distances, and cultural diversity; project portfolio management; aligning projects to business strategy for optimized enterprise success; and PMBOK practices applied in the organization.

**BLAW 5175: Business, Law, and Ethics in Modern Society - OFFERED IN Fall and Spring**

In order to survive, business must meet the legal and ethical standards being imposed by a changing society. This course emphasizes that the business enterprise is not an island and that business decision-making must be undertaken in light of current legal and ethical demands. Such demands may take the form of globalization of business enterprise, reactions to hostile takeovers, concerns with market concentration and efficiency, changes in legal philosophy and corporate ethics and developments in international law and administrative regulation. By examining the philosophical, legal, social, historical, and political/economic regulatory environments, this course places business decision-making in the legal and ethical perspective so critical in today's markets.

**Certification Opportunities**

The Appendix provides details on the PMI Book of Knowledge areas covered in these courses. Students successfully completing OPIM 5270 have the body of knowledge required for the exam to become a Certified Associate in Project Management (CAPM). Students completing the ABC – Project management have the body of knowledge required to take the exam required to become a Project Management Professional (PMP). However, the PMP also has a 3 year project management experience requirement (5 years if the individual does not have a bachelor's degree).



## Appendix

### Course Content and PMBOK<sup>1</sup> Areas

Course	PMBOK Knowledge Areas
OPIM 5270: Introduction to Project Management	Project Human Resource Management Project Integration Management Project Time Management Project Scope Management Project Quality Management Project Communications Management Project Cost Management Project Risk Management Project Procurement Management
MGMT 5894: Project Leadership and Communications	Project Human Resource Management Project Communications Management
OPIM 5668: Project Risk and Cost Management MGMT 5138: Managing Organizations (special section)	Project Risk Management Project Scope Management Project Cost Management Project Time Management Project Human Resource Management Project Procurement Management
OPIM 5894: Advanced Project Management	Project Integration Management Project Scope Management Project Quality Management Project Risk Management

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<sup>1</sup> PMBOK stands for “Project Management Body of Knowledge”