

# Project Management Specialist



Santa Monica College Professional Development  
**SMC | Extension**

in partnership with  
**simpli|learn**  
Get Certified • Get Ahead

# PMP® Certification



## About the Course

Not everyone can be a manager, since not everyone has the qualifications or talent for it. A capable manager needs a set of skills and competencies that engender confidence from subordinates, and that's where PMP comes in. PMP stands for Project Management Professional (PMP), and is an industry-recognized credential for project managers. PMP Certification, offered by the Project Management Institute (PMI), demonstrates the project manager's experience, knowledge, skills, and competencies required to lead and direct projects, and is recognized worldwide as the apex of project leadership.

Changes are a constant all over the business world, and you can keep abreast of the specific changes in project management practices, highlighted in the updated PMBOK guide - Sixth Edition. With this knowledge, delivered through our new PMP course, you have the tools you need to pass the PMP® exam on your first attempt. The course covers new trends, emerging practices, tailoring considerations, and has a greater emphasis on strategic and business knowledge and a new section on the role of the project manager.

Our hands-on training approach, entrusted by 52,000 learners, will help you to understand the workings of the five process groups and 10 knowledge areas defined by the PMBOK Guide - Sixth Edition. We guarantee you'll walk away with all the preparation and confidence you need to conquer the exam and earn the PMP certification.

### Key Features



Interactive Training



Hands on Projects  
with Real-world  
Applications

## Course **Advisor**

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**Jeff Allen:** Jeff Allen is a highly-regarded project management and Agile expert with more than 15 years of experience at large companies like Compaq and HP. As an Agile Coach, he has mentored over 5000 professionals globally.



## Course **Outline**

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- > Lesson One: Introduction to PMP
- > Lesson Two: Professional and Social Responsibility
- > Lesson Three: Project Management Framework
- > Lesson Four: Project Management Process
- > Lesson Five: Project Integration Management
- > Lesson Six: Project Scope Management
- > Lesson Seven: Project Schedule Management
- > Lesson Eight: Project Cost Management
- > Lesson Nine: Project Quality Management
- > Lesson Ten: Project Resource Management
- > Lesson Eleven: Project Communications Management
- > Lesson Twelve: Project Risk Management
- > Lesson Thirteen: Project Procurement Management
- > Lesson Fourteen: Project Stakeholder Management
- > Lesson Fifteen: Appendix PMP List of Knowledge and Skills

# Agile ScrumMaster



## About the Course

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It's no big secret that traditional waterfall project management methodology is being increasingly challenged by Agile. This innovative approach has yielded success in many businesses across a wide spectrum of industries. That's why it's important to master this methodology in order to remain competitive, and the Agile ScrumMaster certification training is designed to give you the deep insights needed to accomplish this.

Our ASM training will position you to be an evangelist and champion in the Agile adoption journey for your organization. You'll learn the key concepts of Agile as a project management approach, discover how to lead project management teams, develop and deliver high quality products, and implement the best practices in your organization.

Agile is a project management approach that is well suited for projects that are complex and uncertain, and more than 50 percent of Agile projects use Scrum, making it the most popular Agile method. This course will help you build the requisite skills in Agile and Scrum, and give you the expertise needed to pass the certification exam on the first attempt.

You'll become an expert in Scrum and its application in your organization, enhancing your ability to develop and deliver high-quality products to your customers, keeping you ahead of the competition. With the practical application of Agile methodologies through hands-on projects on JIRA, you will be able to maximize business value while mitigating potential risks.

### Key Features



Interactive Training



Hands on Projects  
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Applications



Exam Preparation  
Alignment

## Course **Advisor**

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## Course **Outline**

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- > Introduction: Course Overview
- > Lesson One: Agile Way of Thinking
- > Lesson Two: Other Agile Frameworks
- > Lesson Three: Scrum Events and Artifacts
- > Lesson Four: Scrum Roles
- > Lesson Five: Agile Estimating, Planning, Monitoring and Control
- > Lesson Six: Agile on Complex Projects
- > Lesson Seven: Adopting Agile

# Microsoft Project 2013®



## About the Course

Microsoft Project 2013 is the industry's most popular project management tool. Your skills as a manager are greatly enhanced by gaining certification in this versatile resource. Our Certification Training will help you perfect your end-to-end project management skills as you master this powerful, widely-used software.

You will receive in-depth instruction on managing project plans, tasks and resources, as well as project progress sharing, advanced task scheduling, project troubleshooting, and creating customized reporting views. The MS Project training course will show you how to execute processes seamlessly and deliver projects on time. In addition, you will receive an update on new Microsoft Project features, since this tool is always evolving and growing. You will even gain some hands-on experience working with the Microsoft Project application thanks to the demos provided in the course. Successfully completing the entire training will ensure your ability to manage and deliver complex projects efficiently from start to finish.

### Key Features



Interactive Training



Hands on Projects  
with Real-world  
Applications

# Course **Outline**

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- > Introduction: Overview of Microsoft Project 2013
- > Lesson One: Basics of Microsoft Project 2013
- > Lesson Two: Creating a Project Plan
- > Lesson Three: Project Tasks
- > Lesson Four: Project Resources
- > Lesson Five: Tracking Project Progress
- > Lesson Six: Advanced Task Scheduling
- > Lesson Seven: Reporting and Troubleshooting
- > Lesson Eight: Customizing Views
- > Lesson Nine: Sharing Project Information
- > Lesson Ten: Resource Pooling and Consolidation
- > Lesson Eleven: New Features in Microsoft Project 2013