



Project Management

Certificate of Completion (CC)

Planning Guide 2017-2018

EPC J292A

Program Information:

Length of Program: 15 Credits
Completion Award: Certificate of Completion
Enrollment: Fall, Winter, Spring
Approximate Quarterly Costs: \$25-\$85
(in addition to tuition, books and parking)

Website: www.shoreline.edu/busad/genbusad.aspx

Program Advisor:

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Program Description:

Shoreline Community College offers a short-term program in Project Management leading to a Certificate of Completion (CC) and an entry level position in business. Students interested in advancement are encouraged to enroll in longer programs of study to complete additional certificates or an Associate in Applied Arts and Sciences Degree in General Business or Marketing. Students pursuing a four-year Baccalaureate degree in Business should follow the Business Associate in Arts (AA-DTA) direct transfer degree planning guide.

Project Management—What is it?

Project management is the planning, organizing, motivating, and controlling resources to achieve specific goals. A project has a defined beginning and end. Projects are usually time-constrained, and often constrained by funding or deliverables. The temporary nature of projects stands in contrast with business as usual (or operations) which are repetitive, permanent activities designed to produce products or services. In practice, the management of these two systems is often quite different, and as such requires the development of distinct technical skills and management strategies.

Program Outcomes:

Students who successfully complete this program **-by achieving a GPA of 2.0 or better for the entire program-** should be able to:

1. Understand the role of Business in society and the importance of Project Management.
2. Facilitate the primary constraints of scope, time, quality and budget.
3. Optimize the allocation of necessary inputs and integrate them to meet pre-defined objectives.
4. Develop Project Management assessments and reports for project progress.

Career Opportunities—What can I do with a Certificate in Program Management?

A project manager is a professional in the field of project management. Project managers have the responsibility for planning, execution, and closing of any project, typically relating to construction industry, engineering, architecture, computing, and telecommunications. Many other fields in production engineering and design engineering and heavy industry have project managers.

A project manager is the person accountable for accomplishing the stated project objectives. Key project management responsibilities include creating clear and attainable project objectives, building the project requirements, and managing the triple constraint for projects, which is cost, time, and scope.

Potential employers include: Project managers (PMs) are key employees in such industries as construction, engineering, architecture, manufacturing, and real estate development. Many opportunities for project managers exist in high tech, biotech, or pharmaceutical companies. For example, project managers are responsible for launching new products, developing new technologies, and managing alliance programs with strategic partners. Large corporations such as insurance companies and banks may also hire project managers to manage the implementation of new standards or practices in their many branch offices. Internet companies often look for project managers to oversee site launches or the development of new applications. For more, please visit career information and resources at <http://www.shoreline.edu/counseling-center/career-counseling.aspx>.

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Program Prerequisites: Placement into ENGL& 101 English Composition I OR BTWRT 215 Business Communications and placement into MATH 070 Preparation for Algebra or BUS 102 Business Mathematics.

CERTIFICATE OF COMPLETION – 15 Credits

PROGRAM REQUIREMENTS			
Core Requirements	QTR	GR	CR
BUS 180 Project Management*	FALL		5
BUS 181 Project Planning*	WIN		5
BUS 182 Project Management Practicum*	SPR		5

RECOMMENDATIONS:

* Course is offered once per year, during the Quarter listed.

CERTIFICATE COMPLETION

Students should automatically receive their Certificate after successful completion of all required courses. If you have not received your Certificate, please contact the Workforce Education Programs in FOSS 5100 or call 206-546-5876.

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.