

# DEGREES & CERTIFICATES

## PROJECT MANAGEMENT CERTIFICATE OF ACHIEVEMENT (CA)

### About the Program

This certificate program is designed for individuals who want to become project managers in their respective industries. Project Management is an important responsibility as more organizations use teams and project-based methods to get work done. Using a practicum-based approach, students apply the Project Management Book of Knowledge (PMBOK)® Guide to develop project management skills, and develop skills to enhance teamwork and communication. This certificate program introduces students to a career in project management and further prepares professionals who are already working in the field.

### Program Goals and Objectives

This certificate program is designed for individuals who want to become project managers in their respective industries.

### Career Opportunities

Career opportunities include but are not limited to: assistant/associate project manager, project coordinator, project scheduler, IT project manager, software project manager, office manager, event planner, and administrative assistant.

### Program Outcomes

- Upon completion of the Certificate of Achievement in Project Management, students are able to analyze a business situation and prepare a response using appropriate business documents including reports letters, emails, and project plans that are clear, compelling, analytical, grammatically correct, and concise.
- Upon completion of the Certificate of Achievement in Project Management, students are able to develop survey questions to determine client requirements, develop project plans that ensure client satisfaction, and demonstrate clear, concise, and analytical writing.

### Learning and Career Pathway Maps

[View LPC Program Map](#)

#### Required Core: (9 units)

CIS 50 Introduction to Computing Information Technology.....	3
CIS 60 Systems Analysis and Design.....	3
CIS 62 Project Management.....	3

#### List A: Select One (3-4 units)

BUSN 52 Business Communications.....	3
BUSN 56 Introduction to Management.....	3
CIS 43 Professional Communications.....	3
CIS 54 Excel: Introduction to Spreadsheets.....	4
CNT 43 Professional Communications.....	3
CS 43 Professional Communications.....	3