



## Center for Leadership Development

### Project Management Principles

At the heart of any successful program or initiative is a project manager who employs a variety of proven management strategies and techniques. This course offers a solid foundation of principles, tools and best practices to help set you apart as a skilled project manager.

- Explore and practice critical concepts and strategies for successfully managing a project.
- Strengthen and demonstrate effective team behavior and interpersonal skills, especially when communicating project changes and progress.
- Develop and present a basic project plan incorporating key course concepts.



### Constructing a Foundation for Successful Project Management

Using the internationally recognized Project Management Institute’s Body of Knowledge (PMBOK) as a guide, this course allows you to develop and present a real world project plan under the guidance of certified project managers and expert instructors.

#### SKILL IMMERSION

##### COMPETENCIES

- Problem Solving
- Accountability
- Strategic Thinking
- Technical Credibility
- Team Building

##### TUITION

\$2,800 Non-Residential

##### DATES

Apr 21–24, 2015 . . . . . EMDC–Union Square  
Aug 25–28, 2015 . . . . . EMDC–Union Square

##### LOCATION

EMDC–Union Square  
999 North Capital Street, NE  
Washington, DC 20002

This training facility is located in Washington DC’s thriving NoMa submarket, just blocks from Capital Hill and Union Station.

To register, please visit the course page:  
[HTTPS://LEADERSHIP.OPM.GOV/PROGRAMS.ASPX?C=47](https://LEADERSHIP.OPM.GOV/PROGRAMS.ASPX?C=47)

*“The body of information provided demonstrates a commitment to elevate the level of competence in the Federal workforce to promote greater efficiencies in work output, a better work environment and attention to cost savings.”*

Key project management principles including scope management, chartering, work breakdown, scheduling, accountability, communication planning, earned value, risk evaluation and Critical Path Method (CPM) will also be presented during the four day course.

## Register Now for Project Management Principles

This course is designed for new or potential project managers with little or no previous training or experience in project management or as a refresher for current project managers.

## Be Prepared With the Skills Needed to Lead Successful Organizational Initiatives and Programs

- Understand project management based on the Project Management Institute's Body of Knowledge (PMBOK).
- Apply project management critical project management tools to improve project planning and implementation.
- Learn and demonstrate effective team behavior and the importance of team membership when it comes to successful projects.
- Strengthen interpersonal skills necessary for effectively and productively communicating project changes and progress.
- Develop and present a basic project plan incorporating key course concepts.

*“Most valuable was learning how to lay out the project in a meaningful way to the stakeholders and the ability to delegate tasks and accountability.”*

### LEAD

This course meets the requirements for the Project/Team Lead and Professional levels of the LEAD Certificate Program.

Leadership Education & Development Certificate Program—A complete leadership development curriculum for current and aspiring government leaders, providing official recognition of achievement at every level. For more info, go to <http://cldcentral.usalearning.net/mod/page/view.php?id=249>

### SUGGESTED FOLLOW-ON COURSES

Collaborative Leadership

Team Development: Team Building and Team Leadership

To register, please visit the course page:

[HTTPS://LEADERSHIP.OPM.GOV/PROGRAMS.ASPX?C=47](https://leadership.opm.gov/programs.aspx?c=47)

## Three Ways to Register

1. [Register Online at http://leadership.opm.gov](http://leadership.opm.gov)

Initiate course registration with your Government Purchase Card payment, the fastest way to reserve your space. Use your own agency-specific procurement forms. Once we have received your payment, you will receive confirmation within two business days.

2. [Fax a Registration Form found online](#). This form can be used for courses at the Federal Executive Institute or Management Development Centers.

3. [Contact a Representative Customer Service Office:](#)

Toll Free: 888-676-9632

Phone: 202-606-0008

Fax: 478-757-3057

TDD/TTY: 800-877-8339

Email: [register@opm.gov](mailto:register@opm.gov)



UNITED STATES OFFICE OF  
PERSONNEL MANAGEMENT

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