

# PROJECT MANAGEMENT TOOLS & TECHNIQUES, CAREER PATHWAY CERTIFICATE

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**Program Code:** CC.PMTOOLTECH

This program is designed for students with prior project management experience and good interpersonal skills who want to develop their technical competencies in project management. It provides a foundation in fundamental project processes such as initiation, planning, execution, monitoring and control, and closing. The program also focuses on management techniques, such as project management. The software programs, Microsoft Project and Excel, are employed for project estimating, scheduling, tracking, and analysis. This program provides the tools and techniques required for successful project management.

For more information, contact Frank Corona, 503-594-6498 or [francisco.corona@clackamas.edu](mailto:francisco.corona@clackamas.edu).

## Outcomes

### Program Outcomes

Upon successful completion of this program, students should be able to:

- identify project management's five process groups along with primary activities associated with each;
- successfully employ common project management tools, such as a work breakdown structure, network diagram, risk assessment, and earned value management;
- employ common software tools for project management within the context of a defined scenario, plan, execute, control, and close a project;
- develop and maintain budgets to track financial and human resources.

## Requirements

Course	Title	Credits
<b>Fall Term</b>		
BA-120	Project Management Fundamentals	4
BA-125	Advanced Project Management Tools	5
<b>Credits</b>		<b>9</b>
<b>Winter Term</b>		
BA-126	Project Management: Workshop	3
BT-177	Microsoft Project	3
<b>Credits</b>		<b>6</b>
<b>Spring Term</b>		
BA-217	Budgeting for Managers	3
CS-135S	Microsoft Excel	3
<b>Credits</b>		<b>6</b>
<b>Total Credits</b>		<b>21</b>