

Professional Development Annotated Bibliography

By:

Matthew Holtan

PMGT 690, ERAU

Prof. Dennis Sherman

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1. Six Sigma Yellow Belt Certification

- Aveta Business Institute. (n.d.). *Six Sigma Yellow Belt Training & Certification Online*. Retrieved June 27, 2017, from <http://www.sixsigmaonline.org/six-sigma-yellow-belt-training>
- 4 days
- Online Training
- \$295
- The Yellow Belt Certification Reviews the techniques of Six Sigma and basic methodologies, this training certifies the knowledge of the improvement of production is current to meet customer expectations. Holding this certification and role means executing projects in a group effectively and being a core member and subject matter expert. I have completed the academic portion for the Green Belt certification, however the Yellow Belt certification sets the standard for Black Belts and is backed by the American Society for Quality Standard and could be useful in my career path.
- No PDUs

2. The Complete Agile Project Manager (9-series); Intermediate

- PMI nd.; The Complete Agile Project Manager 9-series, Retrieved June 27, 2017 from <https://pmi.org/course-detail.php>
- 17.5 hours; E-Learning (self-paced)
- Online Course
- \$243 (with PMI membership)

- This intermediate training consists of techniques that effectively implements agile practices. These strategies fine tune team concepts and helps manage a project team by using the agile practices. This online course would be further down the road for me, however it is essential professional development that project manager could benefit from
- 17.5 PDU

3. Change Made Easy

- PMI nd. Change Made Easy Online. Retrieved June 27, 2017 from, <https://www.projectmanagement.com/videos/388018/Change-Made-Easy>.
- Amy McKee
- 62 minutes
- Webinar
- Cost, N/A
- This webinar reviews and attempts to implement emotional intelligence into the different change models that are suggested in the videos. This segment will attempt to provide a fresh mind set on how project managers can approach change. Change is inevitable in project management and no one seems to care for it. These models will attempt to provide different approaches to share with project teams and stakeholders to make things go more smooth. I feel that starting out as a new project manager, this tool would effective in starting out.
- PDU: 1.0

4. Best Practices in Project Management

- PMI nd. Best Practices in Project Management. Retrieved 28 June 2017 from <https://learning.pmi.org/course-detail>

- Velociteach's Insight system
- Self-paced (6 month access to class)
- Webinar
- \$99.00
- This class will leverage knowledge and experience. It will apply immediately to one's own project situation. This course will teach how to accept constraints and stakeholder's perceptions. Furthermore, it will teach how to understand stakeholders and how to rank them and keep goals and objectives always insight. Finally, this course will attempt to make sure project managers truly understand their product and service by understanding the WBS and being able to embrace changes that come about during the project life cycle. This course will probably be taken a little later, however its sound invaluable for professional development and career enhancement.
- PDU: 6.5

5. Certified Associate in Project Management (CAPM)®

- PMI. (n.d.). Certified Associate in Project Management (CAPM). Retrieved June 2, 2017, from <http://www.pmi.org/certifications/types/certified-associate-capm>
- Exam, 150 questions
- Online Exam
- \$225
- I this certification is what is needed from project managers that are just starting out. I have some project experience through my Air Force career however the CAPM certification will enable be to get a project related job in order for me to get the tangible experience to set myself up to get the Professional Project Manager Cert. (PMP). I have paid my dues and I am signed up to take the exam 11 Sept. 2017.

- 35 PDUs

6. Online PMP Certification Training

- Project Management Academy. (n.d.). *Online PMP Certification*. Retrieved June 28, 2017, from <http://www.projectmanagementacademy.net/online-pmp-certification-training>
- 4 days (40 hours)
- \$1,895
- Online Course
- This 4 days course is intended for project managers who wish to attain their PMP credentials. This course was developed to take prior to taking the PMI exam. PMP certification is the key certification in project management. Most organizations around the world, when hiring look for this cert. It shows that one as mastered the knowledge areas and processes in the PMBOK 5th ed and can be relied upon in working large complex programs or projects.
- PDU's: N/A

7. Leadership Essential Power Pack

- PMI nd. Leadership Essential Power pack. Retrieved 28 June 2017 from <https://learning.pmi.org/course-detail/courseID:232>
- Duration: 7 hours; self-paced, E-learning
- \$220.50
- Online Course
- This course if for project managers that wish to develop their leadership skills. This 7-series course provides strategies and attempts to better communicate with project teams and

stakeholders. This course will provide a mixture of social and management skills to help motivate personnel within the organization.

- PDU's: 7

8. Building and Leading High Performance Dream Teams: Formula for Success

- PMI nd. Building and Leading High Performance Dream Teams. Retrieved 30 June 2017 from <https://learning.pmi.org>
- Neal Whitten, PMP
- Seminar; New Orleans, LA
- Aug. 16 and 17 (16 hrs)
- \$1350
- This seminar guides you through assessing the relationship between the team members, team leader, and the team as a whole. The class will provide strategies to help developing and managing your high-performance team and bring it to the next level. Using assessment tools, project managers can better gauge their project teams.
- PDU's: 14

9. Routes to Good Communication

- PMI nd. 3 Routes to Good Communication. Retrieved 29 June 2017 from <https://learning.pmi.org/course-detail.courseId=106>.
- Online Course
- Duration: 1 hour
- Cost: \$39.00
- PDU: 0.5

- This course is a great review on the basics to effective communication in project management. It will tune into non-verbal's, how to communicate openly, and provide insight on different levels of listening. Communication is so critical in project management and can be the difference in project success and failure. I am always looking to improve my communication skills.

10. Communication and Leadership

- PMI nd. Communication and Leadership. Retrieved from <https://learning.pmi.org/course-detail/courseID=312>
- Online Course
- Duration: 4 hours
- Cost: \$180
- PDU: 4
- This online course gives insight on how to communicate more effectively, specifically in a leadership position. The course takes into account different modes of communication and how to optimize delivery to different groups throughout the project network. Also, the leadership aspect provides different techniques to help motivate project teams and stakeholders. This will enable continuity and optimize various skill sets.