

CONTINUING EDUCATION

COURSE OUTLINE – Project Management Team Leadership

INSTRUCTOR: N/A

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PREREQUISITE(S): This course assumes a working knowledge of basic project management functions and terminology.

REQUIRED TEXT/RESOURCE MATERIALS:

Course materials are included.

CALENDAR DESCRIPTION:

The vast majority of project work in today's organizations is done in a team setting. In this environment, project management team leaders have a tremendous responsibility and opportunity to develop and exhibit leadership skills. This course first discusses the roles and responsibilities of the project management team leader, in particular, their responsibility with regard to project stakeholders. Next, the course discusses how project management team leaders can build a positive team environment through effective communication, team building activities, and reflective listening. Lastly, the course covers problem-solving within the team. Project management team leaders must be effective in identifying and resolving team problems in order for the project to succeed. To do this, team leaders must have an understanding of the team dynamic for decision-making and must be able to manage conflict among personality differences and barriers.

CONTACT HOURS: 18 hours

CEUs: 1.8

PDU: 18

DELIVERY MODE: Online self-paced

TRANSFERABILITY: N/A

GRADING CRITERIA:

Upon successful completion of the course, you will receive a Certificate of Completion.

EVALUATIONS: Learners must achieve an average test score of at least 70% to meet the minimum successful completion requirement and qualify to receive IACET CEUs.

The following list outlines the PDUs you will earn for completing this course, based on the certification you have.

Designation	Technical	Leadership	Strategic/Business	TOTAL
PMP®/PgMP®	4	13	1	18
PMI-RMP®	0	10	1	11
PMI-SP®	0	10	1	11
PMI-ACP®	2	10	1	13
PfMP®	0	10	1	11
PMI-PBA®	0	10	1	11

STUDENT RESPONSIBILITIES: Completion of any practice lessons, quizzes, assignments, or tests.

COURSE SCHEDULE/TENTATIVE TIMELINE:

Dates vary (refer to website for current availability).

LEARNING OUTCOMES:

Upon successful completion of this course, learners will be able to:

- Define a team and identify six common types of teams
- Explain Bruce Tuckman's model of group development
- Describe how the project life cycle is relevant to team issues
- List the three sources of power for project management team leaders
- Describe ways to manage stakeholder expectations
- Explain different types of team building activities
- Define reflective listening
- Identify the challenges of virtual teams and how they relate to the project management team leader's roles
- Compare and contrast voting and consensus as methods for decision-making
- More effectively identify and resolve team problems
- Explain the different characteristics of effective and open team communication
- Identify the best practices for using e-mail and telephone among team members
- Identify several common team problems and apply methods for resolving these issues