



THE UNIVERSITY of
NEW ORLEANS *in association with...*



Univ. of New Orleans Project Management
Now featuring Computer Simulation!
September 29 – October 3, 2010

Dear Business Professional,

**“In Only Five Days, Discover How To
Deliver Your Projects On Time and Under Budget, and
Ace the Project Management Professional Certification Exam!
*Plus, Realistic Computer Simulations Will Equip You With
Project Management Skills That Will Feel Natural Instantly.*”**

We are pleased to announce a totally new way to learn Project Management. You'll be joining us for a completely unique, cutting edge style of training this month! Computer-based simulations specifically are designed to train project managers in both basic and advanced topics. Our simulations are fast, effective ways to learn project management skills by practicing them until they become natural habits.

In the same way pilots are trained in flight simulators, you'll be immersed in relevant, realistic re-creations of the workplace, inundating you with hundreds of simultaneous, multi-dimensional dilemmas that real-world project managers face, and add the urgency and intensity of a compressed time line. Under realistic pressure to get the job done right, you'll discover how it feels to successfully apply skills with the confidence of an accomplished project manager.

Most project management courses provide knowledge, with little opportunity to practice skills. To become an outstanding project manager, you need training that addresses both knowledge and skills. You'll develop successful skills only by practice, and you'll learn skills best when practice is followed by immediate feedback. On-the-job learning is too risky, too expensive, and its results are not known for weeks, months or years. With a computer simulated project, you'll get the repetition and feedback necessary to gain successful project management skills and you'll put your new knowledge and skills to work immediately.

Take a moment to ask yourself these questions...

- Can you meet or beat the three objectives of project management—time, cost and scope—consistently?
- Do you know how to use the basic tools of project management together and build a good, complete project plan—Project Charter, WBS, Network Diagram, Bar Chart, Resource Plan, Risk Management Plan, Communication Plan and KPIs (Key Performance Indicators)?
- Is your project team “real-time?”
- Can you quickly and easily do a forward and backward pass, calculate the early and late start and finish dates, and show the float for the non-critical path tasks?
- Can you properly resize your staff and other resources to address your current specific needs—quickly and with certainty?
- In terms of human assets, do you know who is best at what?
- Who works best with whom?
- Whose personality (not just skills) fits the team?
- Do you know how to lead this team without line authority—and have peoples' full commitment?

If you don't know the answers to these questions or the answers are “no,” that will all change after you **participate in our 5-day course, where you will be managing a real project, hands-on, under the watchful eye of a 30-year veteran of project management.**

Neil Hymas and his team have trained more than 75,000 project managers in diverse industries and in 34 countries worldwide since 1989 (Please check out his bio on page 4). The computer simulation allows you to learn project management by actually managing a project from beginning to end. The experience is realistic, long-lasting and immediately applicable to your job.

Increasingly, real-time, project-specific teams are required to get work done. As the core of an organization shrinks, that organization must make better use of the resources that remain and contractors, temporaries, and part-timers. The complex resource management challenges that result are natural applications for project management skills. These skills facilitate any activity comprised of defined interrelated tasks that must be completed on time and within budget, while meeting specified customer requirements.

In this powerful workplace simulation, you will discover how to . . .

- Manage by project
- Use and acquire project management principles and tools
- Organize and lead a project team
- Plan, schedule, and control a project
- Get quality work done on time and on budget
- Emphasize the human side of project management
- Experience a project from beginning to end
- Value the customer's viewpoint

What is a Computer Simulation Course like?

You'll experience all the stages of learning . . .

In a "Flight" Simulation for Leaders, all stages of learning are experienced, from the Bliss of not knowing a skill exists, to the early Frustration of not having the skill, through the Awkwardness of trying a skill for the first time, and advancing to the Natural behaviors of the truly skilled. Continuing on, multiple skills are Integrated into new skill sets, which may then either Align with personal belief systems or engender new beliefs.

You'll learn by doing it yourself . . .

A "Flight" Simulation for Leaders is a personal experience in which fully involved participants do the learning themselves, while being coached and guided by experts. Your learning is not directed simply at the acquisition of knowledge, but towards practicing and using relevant new leadership skills.

You'll work in a leaderful team . . .

In a workshop, teams of five participants are immersed in realistic long-term workplace situations. Teams make everyday decisions, plus they deal with dilemmas and unplanned events that must be resolved within specified times, budgets, and other parameters. Each team's progress unfolds differently depending upon the decisions they make using their existing and newly learned skills and knowledge.

It's real work, not a game . . .

These simulations authentically replicate the workplace, although they are more focused, risk-free, and performed in compressed time. Success in a simulation, just as at work, is achieved not by manipulation, but by consistently applying good leadership and management practices, effective people skills, an integrated strategy, and the targeted functional skills being learned.

Neil Hymas, PMP, will teach you strategies developed throughout his more than **30 years** of project management and training experience from industries across the globe. He will show you how to incorporate a framework into your projects that is studied and practiced by hundreds of thousands of project management professionals through computer simulation and lecture – and it all conforms to **The Project Management Body of Knowledge**, the global standard developed by the **PMI**.



In addition to your five full days of training by top industry expert Neil Hymas, you also get:

- **FREE Textbook:** *A Guide to the Project Management Body of Knowledge 4th Ed. (Project Management Institute)*
- **FREE Lecture Notes in a Binder-** You can sit back, relax, and soak it all in because *we already took notes for you!*
- **FREE Use of Computer and Flight Simulation for Leaders Experience**
- **University of New Orleans Certificate of Completion** and Continuing Education Units
- **Required classroom hours** to qualify for the PMI certification exam (*visit www.pmi.org for a complete list of certification requirements*)

Advance your career even further with professional certification!

Professional certifications have become increasingly valuable in today's competitive environment. The Wall Street Journal online Career Journal (www.careerjournal.com) says:

"the PMI estimates there are 4.5 million project managers in the U.S. and another 12 million around the world. Its survey found that the mean compensation in the U.S. for project managers was \$87,800, and \$82,389 globally, with Asia leading at \$111,883."

The Career Journal also quotes the "PMI Project Management Salary Survey," and lists the following project manager salaries by industry affiliation:

(includes Asia, U.S., Latin America, Europe, Middle East, Australia, New Zealand and Canada)

Electrical/Electronic	\$ 111,802	Public administration/government	\$70,360
International development	104,967	Other business activities	69,646
Web technology	103,733	Health/human/social services	68,512
Chemical	101,290	Academia	67,318
Utilities	101,192	Automation services	66,373

The **Project Management Institute** is an international organization that is based in the U.S. with chapters around the world, including one in Puerto Rico. The PMI offers certification that will give you an additional competitive edge. PMI's Project Management Professional (PMP®) credential is the project management profession's most globally recognized and respected certification credential. According to PMI, more than 300,000 PMPs around the world have earned this credential. Please visit www.pmi.org for more information.

In our course, you will earn the required hours of training and learn how to prepare for the exam. To obtain certification, an individual must satisfy education and experience requirements, agree to and adhere to a code of professional conduct, and pass the certification exam.

The course begins Wednesday, September 29th and ends on Sunday October 3rd, and meets each day from 8:30am to 4:30pm. To reserve your space, please fax the attached registration form, or **call 906-5560** to register by phone. We look forward to seeing you in class!

Yours for greater business success,

Ceceille Palmer
Director
Executive Education Certificate Series (Ja.)

Here's our No-Risk 100% Satisfaction Guarantee:

Your complete satisfaction is our top priority! If, after the first day of the course, you are not completely satisfied, we will refund 100% of your registration price. Lunch and parking are on us, and you can even keep PMI's *Guide to the Project Management Body of Knowledge* text, just for trying us out.



PROJECT MANGEMENT

Including the 'Managing by Project'

Workplace Simulation – A “Flight” Simulation for Leaders™

Day 1

- Introductions and context, workshop flow, learning objectives
- The Project Management Framework
- Project and Project Management
- The PM Context
- PM Processes – Initiating, Planning, Executing, Monitoring And Controlling, Closing
- Review PMI’s PMBOK Project management process groups and how you will use them in the simulation – Initiating, Planning, Executing, Monitoring And Controlling, Closing
- Review PMI’s PMBOK Project management knowledge areas and how you will use them in the simulation – integration, scope, time, cost, quality, human resources, communications, risk, procurement
- PMP Certification Sample Exams – *365 questions plus options for more!*

Day 2

- Team Work: Form your project team – Discover Why The Right Project Team is Critical For Delivering Your Projects On Time and On Budget, and Satisfying Your Stakeholders
- Team Work: Manage your Planning Case Project in Your Computer Simulation
- Project fundamentals in detail, including actual practice
 - Project Charter
 - Scope
 - Work Breakdown Structures (several formats)
 - Activity Lists
 - Network Diagrams
 - Bar Charts
 - Activity attributes, optimal durations, dependencies
 - Estimating durations and costs
 - Critical path analysis, slack time, calculating the critical path
- Team Work: Create your project plan, complete with project charter, activity list, work breakdown structure, network diagram, and bar chart, find critical path
- Team Work: Decompose and Reiterate your project plan, make more activities concurrent, reduce time schedule, recalculate critical path, redraw bar chart and network

Day 3

- Introduction to your Case Project – case memo, project description, human resource considerations and policy guidelines
- Resource planning, resource leveling
- Team Work: Create resource plan for your Case Project
- Project costs, budgeting, cost control and cost management



- Team Work: Cost estimating, develop budget for your Case Project
- Team Work: Manage your Case Project for 4 simulated weeks
- Team Work: Make first monthly project status report to management
- Attributes of high performing project teams
- Leading High Performing Project Teams
8 dimensions of High Performing Teams and the 5 practices of exemplary leaders
(Some participants said this was the most important take-away from the course!)
- Risk management – identify, analyze, plan, monitor, control
- Team Work: Develop your risk management plan so you can guarantee good results --
Your schedule, budget, and stakeholder satisfaction all depend on it!
- Project control cycle – situation assessment, goals/objectives, plan, performance measures
- Key Performance Indicators – scope, time, cost, earned value
- Team Work: Develop KPI's (Key Performance Indicators) wall charts
- How To Build Your Control Panel System To Automatically Track Your Projects

Day 4

- Team Work: Finish Project through simulated Week 21
- Monitor and Control the project work
- Integrated Change Control
- Scope Verification and Scope Control
- Performance Reporting
- Stakeholder management
- Practice using and integrating all the principles and tools of project management
- Team Work: Scope change: re-plan, re-budget, re-deploy resources
- Team Work: Interim report to management, site review by management
- Team Work: Project closeout, final reports

Day 5

- Project Leadership, Communication & Team-Building
- How to build highly productive and motivated teams –
Discover how to motivate your team!
- How to Balance the Roles of Leader and Manager
Why you must know the differences, how to give equal attention to both and combine these skills
- Team Work: Deliver final project reports
- Team Work: Learning summary – “My Learning”
- Team Work: Application to job and workplace
- Final team report
- Ethics and Professionalism
- Workshop summary
- Workshop evaluation by participants



Here Are Rave Reviews From People Who Attended Neil Hymas's Project Management Course:

- ❖ *"The simulation is excellent. Can't imagine what the course was like without it. I recommend this workshop highly and Neil is an excellent presenter."*
- ❖ *"Good practical introduction to project management principles and tools, particularly the 'control panel.' Immediately adaptable to real life."*
- ❖ *"Highly educational and valuable as both personal & professional development. Neil makes learning & applying the material very easy and fun. The simulation used made all of the principles of PM really be driven home solid."*
- ❖ *"The simulation and exercises is an excellent method and was greatly beneficial. I cannot imagine the workshop in any other format."*
- ❖ *"It was very useful and entertaining. I personally learn a lot more with "hands-on training, rather than just listening to the instructions. I enjoyed it very much and will use the skills learned to improve my work."*
- ❖ *Very good refresher for working professionals. Important for recognizing "standardized" terms used by PMI for the PMP.*
- ❖ *"Fantastic! Entertaining education!"*
- ❖ *"Neil was excellent! He was able to train on a subject that can be complex at times."*
- ❖ *"The project was well delivered & interesting. The information gained was priceless and will be useful at work and in daily life."*
- ❖ *"Excellent workshop! The lecturer was well prepared for all the sessions. Perfect delivery!"*
- ❖ *"Excellent facilitator. Was able to impart his knowledge of PM effectively. I enjoyed working with Neil over the past 5 days and now feel confident to study & take the PMP Exam."*
- ❖ *"Neil was great in facilitating persons of different levels of PM experience & knowledge which was helpful to most if not all participants."*
- ❖ *"Quite informational. Interactive nature made learning interesting & fun. The computer simulation was just fantastic."*
- ❖ *"Neil ah di boss, boom bang!"*
- ❖ *"The workshop was extremely engaging and did not allow one to get idle or bored."*
- ❖ *"Excellent! I was surprised at how much I learned in only 5 days."*
- ❖ *"An excellent course that can be applied professionally and personally."*
- ❖ *One of the best trainings I've ever taken – very valuable experience. Finally had some coaching in one of the most critical and complex tasks of my job.*

Project Management



Workplace Computer Simulation and PMP Prep ~ 35 instruction hours ~ Five days

Who Should Attend:

Whether you are **new to project management** or an **experienced Project Manager**, The University of New Orleans' highly-interactive Project Management course will provide you with the framework to better organize and manage your projects. You'll acquire hands-on experience in group exercises using actual projects. Neil Hymas will guide you through the core project management processes employed by successful project managers throughout the world.

Professionals and business persons from all industries benefit from this course-- *Finance, Construction, Engineering, Marketing, Information Technology, Hospitality, Government, Pharmaceuticals, Electronics, Apparel, Food Products, Tourism, Agriculture, and many more!*

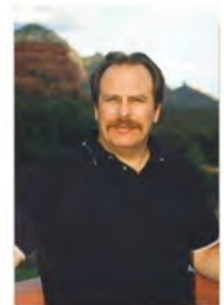
Here's Why The Workplace Computer Simulation Course is So Effective:

In our cutting edge computer simulation, the emphasis is on repeated practice until your new skills feel natural, in addition to a solid basis in theory that you will get. You will be immersed in a realistic workplace with work requirements, conflicting demands, dilemmas, pressures, and interpersonal stresses. In just 5 days, you'll acquire new technical and relationship skills and apply them to real-life situations. You will create a project beginning with scope definition, and continuing with task list, work breakdown structure, network diagram, and bar chart. You'll also allocate resources, generate a risk management plan and key performance indicators, then deliver customer specs on time and budget.

Presenting Your Instructor...

Neil Hymas, PMP and Global Registered Education Provider

Neil D. Hymas, PMP, is co-founder of Davis&Dean, Inc., which was acquired by Milestone Management Consultants, a PMI Charter Global Registered Education Provider (REP) specializing in developing high performance project teams at the mid and executive levels of organizations. Davis&Dean is best known for its leading edge, computer based training known as "Flight Simulations for Leaders". These simulations replicate complex business and organization environments, allowing users to accelerate learning, practice, and the application of essential leadership and management skills.



Neil has authored dozens of learning simulations which have been delivered to tens of simulation development including the replication of virtual organizations and people to provide for practicing the soft skills of leading and managing. As a project manager, speaker and writer, Neil has established himself as a thought leader in the use of simulations for project management education. He has consulted and led project management seminars and workshops for hundreds of organizations in North America, South America, Europe, Australia, Africa and Asia.

With more than 30 years of experience in project management, leadership and employee education, Neil has worked as a project manager within companies ranging in size from small to Fortune 50. He has held project management and executive positions in many companies at both corporate and operations level, with assignments in the United States and internationally.

Neil continues to guide the development and delivery of groundbreaking management education for strategic-level project management and leadership skill acquisition. Neil earned his BS degree in Economics and Human Resource Management and his MBA in Finance and Human Resource Development. He is currently completing a Ph.D. in International Business Management.

Milestone Management Consultants is a Charter Global Registered Education Provider* with the Project Management Institute.



Project Management Practices and Principles ~ Registration Form ~

4 Easy Ways to Register:

Online: www.exednet.org

Phone: (876) 906-5560 >> Ceceille Palmer or Stefan James will be pleased to assist you

Fax: Complete this form and fax to
(876) 906-5223

Deliver the registration form to:

University of New Orleans
Oxford Place, Suite 13
22G Old Hope Rd.
Kingston, Jamaica, W.I.

Please Print Or Type The Following Information

Name _____ Position _____ Email _____

Name _____ Position _____ Email _____

Name _____ Position _____ Email _____

Name _____ Position _____ Email _____

Company/Organization _____

Address _____

City _____ Country _____

Phone _____ Fax _____

Venue: The Jamaica Pegasus

Date: September 29 - October 3

Time: 8:30 am - 4:30 pm

Cost: US\$1,300.00

*Group Discount: Register five or more
and get US\$100 off per person!*

Method Of Payment

Cheque (Payable to University of New Orleans)

Purchase Order # _____

Master Card Visa American Express

Name on the card _____

Card # _____ Exp. Date _____

Security Code on Back of Card _____

Signature _____

Please indicate any special dietary requirements:

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Education to the Caribbean*