



**Professional Development Workshop Series
Charlottetown – 2010**



	Project Management	Business Analyst	ITIL Foundation
Course Duration	4 Days (28 Hours)	3 Days (21 Hours)	3 Days (21 Hours)
Course Dates	Jan. 25 – Jan. 28, 2010 or Apr. 26 – 29, 2010	February 17-19, 2010	March 8-10, 2010
Course Times	8:30 AM – 4:30 PM	8:30 AM – 4:30 PM	8:30 AM – 4:30 PM
Course Location	TBA	TBA	TBA
Certification Objectives	CAPM® or PMP®	CBAP®	ITIL V3 Foundation Certificate (Exam Included in Final Day)
PMI Professional Development Units	28	21	21
Delivery Agent	Procept Associates	Procept Associates	Procept Associates

Project Management - CAPM®

- **Course Objective:** A 4 day course directed at those involved as contributors to the completion of projects. Based upon PMBOK Version 4, this course is targeted at entry level to intermediate level project managers and contributors, who have project experience but limited formal project management training. This is a preparatory course toward the CAPM® Certification of the Project Management Institute, PMI. Some project experience is mandatory. Offered in January 2010 and April 2010.
- **Certification:** Completion of this course satisfies all formal educational credits for CAPM® Certification (23 hours). Hours are also eligible as educational credits toward the PMP® Certification of PMI. They will also provide 28 PMI Professional Development Units (PDUs). Additional requirements for CAPM® Certification include a high school diploma, 1,500 hours of project management experience, and writing of a 3 hour multiple-choice exam. The exam is not included in this course. Please check www.pmi.org for details.

Business Analyst - Essentials

- **Course Objective:** A 3 day course designed to provide a fundamental understanding of core business analysis tools used for planning, elicitation, and documentation of requirements. Offered in February 2010 only.
- **Certification:** Completion of this course satisfies the 21 professional development requirement hours toward the CBAP® Certification of IIBA. The course is also registered PMI, and will provide 21 Professional Development Units (PDUs). Additional requirements for CBAP® Certification include a high school diploma, a Business Analyst work experience requirement, a knowledge areas requirement, and a reference requirement. The exam is not included in this course. Please check www.theiiba.org for details.

ITIL v3 Foundation Certificate

- **Course Objective:** A 3 day course designed to provide a fundamental understanding of ITIL terminology, structure, concepts and principles. This course will include writing of the ITIL v3 Examination on the final day of the course. Offered in March 2010 only.
- **Certification:** Completion of this course and successful completion of the ITIL v3 Examination satisfies all requirements for the ITIL v3 Service Management Foundation Certificate. The course is also registered with PMI, and will provide 21 Professional Development Units (PDUs). Please check <http://www.itilcertification.org> for details.

**For registration go to www.itap.ca or for more information on these workshop offerings, please contact:
Cam Beck: 388-1000 - beckconsultinggroup@gmail.com or Carolyn Prime: 894-4827 - itap@itap.ca**