

# Postgraduate Certificate Project Management and Environmental Auditing



## Postgraduate Certificate Project Management and Environmental Auditing

Course Modality: **Online**

Duration: **12 weeks**

Certificate: **TECH Technological University**

Teaching Hours: **300 h.**

Website: [www.techtute.com/in/engineering/postgraduate-certificate/project-management-environmental-auditing](http://www.techtute.com/in/engineering/postgraduate-certificate/project-management-environmental-auditing)

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# 01

# Introduction

Airlines, pharmaceutical companies, motor vehicle companies and household appliance manufacturers have made a commitment to environmental quality, as reflected in the ISO 14001 certification that some private and public entities hold. The list of companies with this certification is extensive, which shows their concern for the conservation and care of the environment. Therefore, any project to be launched today must take into account all the requirements for proper environmental management. For this reason, TECH Technological University has created this program, which offers the Engineering professional the essential knowledge to be able to carry out an initiative in accordance with the elements required in an Environmental Audit. A 100% online academic format, flexible and accessible whenever you want, from any electronic device with Internet connection.





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*This Postgraduate Certificate will lead you to successfully manage any project and to exceed by far any Environmental Audit”*

Society is increasingly demanding from companies that their activities do not interfere with the environment, adopt measures to prevent pollution and reverse those actions that have caused environmental damage. In recent years, the development of a regulatory framework and the greater involvement of the productive sectors has meant that passing an Environmental Audit is no longer a *rara avis* and has become an essential requirement for quality and good practice.

In this way, any project that is born nowadays must have implemented in all its phases the essential requirements to be able to analyze, detect and solve any problem that may affect the environment. Due to its relevance, the Engineering professional has found in this field a growing sector, where they can contribute with their multidisciplinary knowledge. For this reason, TECH Technological University aims to offer the most exhaustive and up-to-date information on Project Management and Environmental Auditing through this university program.

To this end, the graduate possesses the latest teaching tools of academic education, with which they will be able to delve into the multidimensional approach of a project, its different phases and milestones, as well as the process of controlling the execution and closure of the project. Students will also learn about the different tools related to Environmental Auditing, the benefits of implementing ISO 14001 in a company or the actions for the continuous improvement of the company in this area.

All this, in addition to a Relearning system, which allows students to advance through the program content in a more natural and progressive way, reducing the long study hours that are common in other teaching methods.

This institution offers, therefore, an excellent opportunity for professionals who wish to continue advancing in their careers, thanks to a university qualification, which allows them to combine the most demanding responsibilities with quality teaching. The graduate needs only an electronic device with Internet connection to visualize the content hosted in the virtual campus. A Postgraduate Certificate with no on-site teaching or fixed schedules classes.

This **Postgraduate Certificate in Project Management and Environmental Auditing** contains the most complete and up-to-date program on the market. The most important features include:

- ◆ The development of case studies presented by experts of Environmental Engineering
- ◆ The graphic, schematic, and practical contents with which they are created, provide scientific and practical information on the disciplines that are essential for professional practice
- ◆ Practical exercises where self-assessment can be used to improve learning
- ◆ Its special emphasis on innovative methodologies
- ◆ Theoretical lessons, questions to the expert, debate forums on controversial topics, and individual reflection assignments
- ◆ Content that is accessible from any fixed or portable device with an Internet connection



*This university program allows you to distribute the course load according to your needs. Enroll now!"*

“

*The multimedia resource library will give you 24-hour access to the most advanced knowledge on Project Quality Management”*

*TECH adapts to you, and that is why it has designed a 100% online Certificate that is compatible with your personal responsibilities. Enroll now.*

*In just 12 weeks, you will be able to achieve the knowledge you need to implement ISO 14001 in a company.*

The program's teaching staff includes professionals from the sector who contribute their work experience to this educational program, as well as renowned specialists from leading societies and prestigious universities.

The multimedia content, developed with the latest educational technology, will provide the professional with situated and contextual learning, i.e., a simulated environment that will provide immersive education programmed to learn in real situations.

This program is designed around Problem-Based Learning, whereby the professional must try to solve the different professional practice situations that arise during the academic year. For this purpose, the student will be assisted by an innovative interactive video system created by renowned and experienced experts.



# 02

# Objectives

Green Project Management has become a determining factor for companies. For this reason, during this Postgraduate Certificate, students will acquire the essential knowledge to be able to manage any business initiative in compliance with the quality precepts necessary to pass an Environmental Audit and obtain international certifications.







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*With this Postgraduate Certificate, you will acquire the necessary knowledge about the legal effects derived from the non-compliance of environmental responsibilities”*



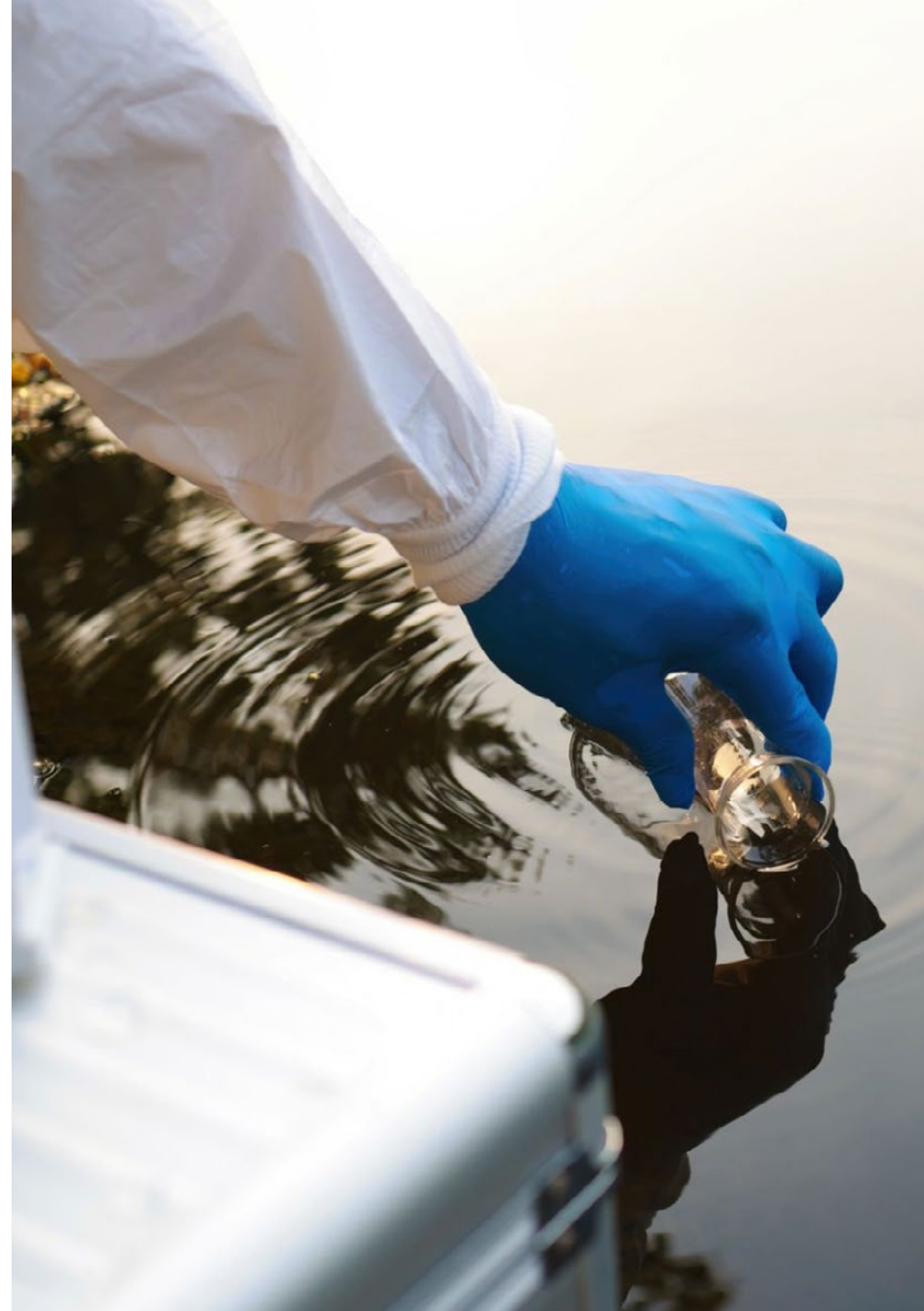
## General Objectives

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- ◆ Acquire basic knowledge of science and use its results, integrating them with the social, economic, legal and ethical spheres for the identification of environmental problems
- ◆ Solve the problem posed, with or without the aid of computer programs
- ◆ Interpret the result of the problem from the point of view of Environmental Auditing
- ◆ Apply organizational aspects in projects
- ◆ Know, in general terms, the main aspects of environmental legal protection in different areas where legal-administrative intervention is applied

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*In this Certificate, you will master the main programming tools, useful in Project Management: Gantt, CPM or PERT”*





## Specific Objectives

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- ◆ Elaborate project documents, as well as other complementary documentation
- ◆ Use planning and activity scheduling techniques
- ◆ Apply technical and administrative aspects of the different phases of projects
- ◆ Use cross-cutting aspects in projects
- ◆ Know the different tools related to Environmental Auditing
- ◆ Define the concepts studied
- ◆ Identify the auditing tools necessary for the resolution of the problems that arise
- ◆ Express in precise terms the problem to be solved

# 03

## Structure and Content

During the 300 teaching hours that comprise this study plan, the Engineering professional will receive, through innovative teaching resources, the most relevant information on Project Organization and Management, as well as Environmental Auditing. In this process, case studies will also be provided by the specialist teachers who are part of this program. A theoretical-practical approach towards a qualification, which will allow you to advance with firm steps in your professional career.





“ Acquire, with this 100% online program,  
the most up-to-date information on  
Modern Project Management”

## Module 1. Project Organization and Management

- 1.1. Classical Project Theory
  - 1.1.1. Traditional Concept of Project
  - 1.1.2. The Preliminary Project
  - 1.1.3. The Project
  - 1.1.4. Project Documentation
  - 1.1.5. Entities Involved in the Project
  - 1.1.6. Types of Projects
- 1.2. Modern Project Management
  - 1.2.1. General concepts
  - 1.2.2. Multidimensional Approach
  - 1.2.3. Project Phases and Milestones
  - 1.2.4. Process Model
- 1.3. Initial Project Phases
  - 1.3.1. Detection of Opportunities
  - 1.3.2. Project Selection Criteria
  - 1.3.3. Preparation and Submission of Bids
  - 1.3.4. Feasibility Studies
  - 1.3.5. Cost Estimation
  - 1.3.6. Disaggregated Project Structure
  - 1.3.7. Project Technology
  - 1.3.8. Definition and Objectives (Scope). The Project Plan
- 1.4. Human Resources in the Project
  - 1.4.1. Organization of the Project in the Company
  - 1.4.2. Project Manager and Project Team
  - 1.4.3. Motivation. Time Management Meetings
  - 1.4.4. Consulting and Engineering Companies
- 1.5. Time, Cost and Resource Planning
  - 1.5.1. Elements of Scheduling and Planning
  - 1.5.2. PMBOK Schedule Management
  - 1.5.3. Cost Management PMBOK
  - 1.5.4. Scheduling Tools (Gantt, CPM, PERT)
  - 1.5.5. Resource Optimization
  - 1.5.6. Use of the ProjectLibre Software Application
- 1.6. The Contracting and Procurement Process
  - 1.6.1. Contract Management
  - 1.6.2. Contract Specifications
  - 1.6.3. Legal Clauses
  - 1.6.4. Change and Revision Mechanisms
  - 1.6.5. Procurement Management (PMBOK)
  - 1.6.6. The Purchasing Cycle
  - 1.6.7. The Public Administration Contracts Law
- 1.7. Project Quality Management
  - 1.7.1. Introduction to Quality
  - 1.7.2. Regulations Related to Quality
  - 1.7.3. Quality System in the Company
  - 1.7.4. Quality in Project Management
- 1.8. Project Risk Management
  - 1.8.1. Introduction to Risk Management
  - 1.8.2. Risk Management Models
  - 1.8.3. Risk Management Processes
- 1.9. Project Communications Management
  - 1.9.1. Introduction to Communications Management (PMBOK)
  - 1.9.2. Communications Management
    - 1.9.2.1. Identify Stakeholders
    - 1.9.2.2. Planning Communication
    - 1.9.2.3. Information Distribution
    - 1.9.2.4. Stakeholder Expectation Management
    - 1.9.2.5. Performance Reporting
- 1.10. Control of the Execution and Closure of the Project
  - 1.10.1. Project Administration and Control
  - 1.10.2. Integrated Control of Deadlines and Costs (Earned Value Method)
  - 1.10.3. Project Closing

## Module 2. Environmental Auditing

- 2.1. Introduction to ISO-14001
  - 2.1.1. What Is ISO 14001?
  - 2.1.2. ISO 14001 Model
  - 2.1.3. Description of ISO 14000 Standards
- 2.2. Audits of Environmental Management Systems
  - 2.2.1. The Audit Process
  - 2.2.2. General Principles of Environmental Auditing
  - 2.2.3. General Principles of Environmental Auditing
  - 2.2.4. General Principles of Environmental Auditing
  - 2.2.5. Elements of an Auditing Protocol
  - 2.2.6. EMS Audits and Compliance Audits: Relationship
- 2.3. Responsibilities in an EMS Audit
  - 2.3.1. Auditor's Responsibilities
  - 2.3.2. Responsibility of the Auditee
  - 2.3.3. Failure to Comply with Responsibilities. Legal Effects
- 2.4. Guidance for Planning and Conducting an Internal EMS Audit
  - 2.4.1. EMS Internal Audit Program and Procedures
  - 2.4.2. Conducting an Internal EMS Audit
  - 2.4.3. Objectives and Instructions
  - 2.4.4. Environmental Management Program
  - 2.4.5. Structure and Responsibility Training, Knowledge and Competence
  - 2.4.6. Communication. EMS Documentation
  - 2.4.7. Documentary Control Operations Control
  - 2.4.8. Emergency Preparation and Response
  - 2.4.9. Monitoring and Measurement. Non-Conformity, Preventive and Corrective Action
  - 2.4.10. Records. EMS Audit Management Review Exercises
- 2.5. Development of Registration Audit
  - 2.5.1. The Process. Maintenance. Recorder
  - 2.5.2. Preparation of the Registration Audit Self-Declaration
- 2.6. Value of ISO 14001
  - 2.6.1. Benefits of Implementing ISO 14001 in a Company
  - 2.6.2. Benefits of a Company's Registration to ISO 14001
  - 2.6.3. Continuous Improvement Activities
- 2.7. Keys to the Correct Implementation of an EMS Audit Program
  - 2.7.1. Necessary Elements of an Effective and Efficient Audit Program



*Enroll now in a Postgraduate Certificate program that will take you through the necessary steps to implement an EMS audit program”*

# 04

# Methodology

This academic program offers students a different way of learning. Our methodology uses a cyclical learning approach: **Relearning**.

This teaching system is used, for example, in the most prestigious medical schools in the world, and major publications such as the **New England Journal of Medicine** have considered it to be one of the most effective.







“

*Discover Relearning, a system that abandons conventional linear learning, to take you through cyclical teaching systems: a way of learning that has proven to be extremely effective, especially in subjects that require memorization"*

## Case Study to contextualize all content

Our program offers a revolutionary approach to developing skills and knowledge. Our goal is to strengthen skills in a changing, competitive, and highly demanding environment.

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*At TECH, you will experience a learning methodology that is shaking the foundations of traditional universities around the world”*



*You will have access to a learning system based on repetition, with natural and progressive teaching throughout the entire syllabus.*



*The student will learn to solve complex situations in real business environments through collaborative activities and real cases.*

### A learning method that is different and innovative

This TECH program is an intensive educational program, created from scratch, which presents the most demanding challenges and decisions in this field, both nationally and internationally. This methodology promotes personal and professional growth, representing a significant step towards success. The case method, a technique that lays the foundation for this content, ensures that the most current economic, social and professional reality is taken into account.

“*Our program prepares you to face new challenges in uncertain environments and achieve success in your career”*

The case method is the most widely used learning system in the best faculties in the world. The case method was developed in 1912 so that law students would not only learn the law based on theoretical content. It consisted of presenting students with real-life, complex situations for them to make informed decisions and value judgments on how to resolve them. In 1924, Harvard adopted it as a standard teaching method.

What should a professional do in a given situation? This is the question that you are presented with in the case method, an action-oriented learning method. Throughout the program, the studies will be presented with multiple real cases. They will have to combine all their knowledge and research, and argue and defend their ideas and decisions.

## Relearning Methodology

TECH effectively combines the Case Study methodology with a 100% online learning system based on repetition, which combines 8 different teaching elements in each lesson.

We enhance the Case Study with the best 100% online teaching method: Relearning.

*In 2019, we obtained the best learning results of all online universities in the world.*

At TECH, you will learn using a cutting-edge methodology designed to train the executives of the future. This method, at the forefront of international teaching, is called Relearning.

Our university is the only one in the world authorized to employ this successful method. In 2019, we managed to improve our students' overall satisfaction levels (teaching quality, quality of materials, course structure, objectives...) based on the best online university indicators.



In our program, learning is not a linear process, but rather a spiral (learn, unlearn, forget, and re-learn). Therefore, we combine each of these elements concentrically.

This methodology has trained more than 650,000 university graduates with unprecedented success in fields as diverse as biochemistry, genetics, surgery, international law, management skills, sports science, philosophy, law, engineering, journalism, history, and financial markets and instruments. All this in a highly demanding environment, where the students have a strong socio-economic profile and an average age of 43.5 years.

*Relearning will allow you to learn with less effort and better performance, involving you more in your training, developing a critical mindset, defending arguments, and contrasting opinions: a direct equation for success.*

From the latest scientific evidence in the field of neuroscience, not only do we know how to organize information, ideas, images and memories, but we know that the place and context where we have learned something is fundamental for us to be able to remember it and store it in the hippocampus, to retain it in our long-term memory.

In this way, and in what is called neurocognitive context-dependent e-learning, the different elements in our program are connected to the context where the individual carries out their professional activity.



This program offers the best educational material, prepared with professionals in mind:



### Study Material

All teaching material is produced by the specialists who teach the course, specifically for the course, so that the teaching content is highly specific and precise.

These contents are then applied to the audiovisual format, to create the TECH online working method. All this, with the latest techniques that offer high quality pieces in each and every one of the materials that are made available to the student.



### Classes

There is scientific evidence suggesting that observing third-party experts can be useful.

Learning from an Expert strengthens knowledge and memory, and generates confidence in future difficult decisions.



### Practising Skills and Abilities

They will carry out activities to develop specific skills and abilities in each subject area. Exercises and activities to acquire and develop the skills and abilities that a specialist needs to develop in the context of the globalization that we are experiencing.



### Additional Reading

Recent articles, consensus documents and international guidelines, among others. In TECH's virtual library, students will have access to everything they need to complete their course.





**Case Studies**

Students will complete a selection of the best case studies chosen specifically for this program. Cases that are presented, analyzed, and supervised by the best specialists in the world.



**Interactive Summaries**

The TECH team presents the contents attractively and dynamically in multimedia lessons that include audio, videos, images, diagrams, and concept maps in order to reinforce knowledge.

This exclusive educational system for presenting multimedia content was awarded by Microsoft as a "European Success Story".



**Testing & Retesting**

We periodically evaluate and re-evaluate students' knowledge throughout the program, through assessment and self-assessment activities and exercises, so that they can see how they are achieving their goals.



05

# Certificate

The Postgraduate Certificate in Project Management and Environmental Auditing guarantees students, in addition to the most rigorous and up-to-date education, access to a Postgraduate Certificate issued by TECH Technological University.





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*Successfully complete this program and receive your university qualification without having to travel or fill out laborious paperwork”*

This **Postgraduate Certificate in Project Management and Environmental Auditing** contains the most complete and up-to-date program on the market.

After the student has passed the assessments, they will receive their corresponding **Postgraduate Certificate** issued by **TECH Technological University** via tracked delivery\*.

The certificate issued by **TECH Technological University** will reflect the qualification obtained in the Postgraduate Certificate, and meets the requirements commonly demanded by labor exchanges, competitive examinations and professional career evaluation committees.

Title: **Postgraduate Certificate in Project Management and Environmental Auditing**

Official N° of Hours: **300 h.**



\*Apostille Convention. In the event that the student wishes to have their paper certificate issued with an apostille, TECH EDUCATION will make the necessary arrangements to obtain it, at an additional cost.

future  
health confidence people  
education information tutors  
guarantee accreditation teaching  
institutions technology learning  
community commitment  
personalized service innovation  
knowledge present quality  
development languages  
virtual classroom



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