

# Postgraduate Certificate

## Hard Skills for Project Management



## Postgraduate Certificate Hard Skills for Project Management

- » Modality: online
- » Duration: 6 weeks
- » Certificate: TECH Technological University
- » Dedication: 16h/week
- » Schedule: at your own pace
- » Exams: online
- » Target Group: It professionals who want to specialize in project in project management with predictive methodologies

Website: [www.techtute.com/pk/school-of-business/postgraduate-certificate/hard-skills-project-management](http://www.techtute.com/pk/school-of-business/postgraduate-certificate/hard-skills-project-management)

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# 01 Welcome

Managing a project professionally means trying to meet the planned objectives. A professional Project Manager tries to ensure that the project is completed on time, within budget, delivering the artifacts included in the scope with the expected quality, etc. This is usually achieved with proper team collaboration. However, excellent collaboration does not necessarily mean that the project will be a success, as things can happen that prevent the project from being completed on schedule. To avoid this, people must collaborate dynamically and smoothly, but if they are members of a project team, then a professional Project Manager must take responsibility for management.

This manager must have the essential soft skills to lead the project, to engage stakeholders, to manage the expectations of managers and customers, but must also have the necessary technical skills to manage scope, schedule, financing, costs, risks, subcontracting, etc.



Postgraduate Certificate on Hard Skills for Project Management  
TECH Technological University



“

*Acquire the essential hard skills for your professional development and become a successful Project Manager”*

02

# Why Study at TECH?

TECH is the world's largest 100% online business school. It is an elite business school, with a model based on the highest academic standards. A world-class centre for intensive managerial skills training.



“

*TECH is a university at the forefront of technology, and puts all its resources at the student's disposal to help them achieve entrepreneurial success"*

## At TECH Technological University



### Innovation

The university offers an online learning model that combines the latest educational technology with the most rigorous teaching methods. A unique method with the highest international recognition that will provide students with the keys to develop in a rapidly-evolving world, where innovation must be every entrepreneur's focus.

"Microsoft Europe Success Story", for integrating the innovative, interactive multi-video system.



### The Highest Standards

Admissions criteria at TECH are not economic. Students don't need to make a large investment to study at this university. However, in order to obtain a qualification from TECH, the student's intelligence and ability will be tested to their limits. The institution's academic standards are exceptionally high...

**95%** | of TECH students successfully complete their studies



### Networking

Professionals from countries all over the world attend TECH, allowing students to establish a large network of contacts that may prove useful to them in the future.

**100,000+**  
executives trained each year

**200+**  
different nationalities



### Empowerment

Students will grow hand in hand with the best companies and highly regarded and influential professionals. TECH has developed strategic partnerships and a valuable network of contacts with major economic players in 7 continents.

**500+** | collaborative agreements with leading companies



### Talent

This program is a unique initiative to allow students to showcase their talent in the business world. An opportunity that will allow them to voice their concerns and share their business vision.

After completing this program, TECH helps students show the world their talent.



### Multicultural Context

While studying at TECH, students will enjoy a unique experience. Study in a multicultural context. In a program with a global vision, through which students can learn about the operating methods in different parts of the world, and gather the latest information that best adapts to their business idea.

TECH students represent more than 200 different nationalities.





TECH strives for excellence and, to this end, boasts a series of characteristics that make this university unique:



### Learn with the best

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In the classroom, TECH's teaching staff discuss how they have achieved success in their companies, working in a real, lively, and dynamic context. Teachers who are fully committed to offering a quality specialization that will allow students to advance in their career and stand out in the business world.

Teachers representing 20 different nationalities.



*At TECH, you will have access to the most rigorous and up-to-date case studies in the academic community"*



### Analysis

---

TECH explores the student's critical side, their ability to question things, their problem-solving skills, as well as their interpersonal skills.



### Academic Excellence

---

TECH offers students the best online learning methodology. The university combines the Relearning method (a postgraduate learning methodology with the highest international rating) with the Case Study. A complex balance between tradition and state-of-the-art, within the context of the most demanding academic itinerary.



### Economy of Scale

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TECH is the world's largest online university. It currently boasts a portfolio of more than 10,000 university postgraduate programs. And in today's new economy, **volume + technology = a groundbreaking price**. This way, TECH ensures that studying is not as expensive for students as it would be at another university.

03

# Why Our Program?

Studying this TECH program means increasing the chances of achieving professional success in senior business management.

It is a challenge that demands effort and dedication, but it opens the door to a promising future. Students will learn from the best teaching staff and with the most flexible and innovative educational methodology.



“

*We have highly qualified teachers and the most complete syllabus on the market, which allows us to offer you training of the highest academic level"*

This program will provide students with a multitude of professional and personal advantages, particularly the following:

**01**

### A significant career boost

By studying at TECH, students will be able to take control of their future and develop their full potential. By completing this program, students will acquire the skills required to make a positive change in their career in a short period of time.

*70% of participants achieve positive career development in less than 2 years.*

**02**

### Develop a strategic and global vision of companies

TECH offers an in-depth overview of general management to understand how each decision affects each of the company's different functional areas.

*Our global vision of companies will improve your strategic vision.*

**03**

### Consolidate the student's senior management skills

Studying at TECH means opening the doors to a wide range of professional opportunities for students to position themselves as senior executives, with a broad vision of the international environment.

*You will work on more than 100 real senior management cases.*

**04**

### Take on new responsibilities

The program will cover the latest trends, advances and strategies, so that students can carry out their professional work in a changing environment.

*45% of graduates are promoted internally.*

05

### Access to a powerful network of contacts

TECH connects its students to maximize opportunities. Students with the same concerns and desire to grow. Therefore, partnerships, customers or suppliers can be shared.

*You will find a network of contacts that will be instrumental for professional development.*

06

### Thoroughly develop business projects

Students will acquire a deep strategic vision that will help them develop their own project, taking into account the different areas in companies.

*20% of our students develop their own business idea.*

07

### Improve soft skills and management skills

TECH helps students apply and develop the knowledge they have acquired, while improving their interpersonal skills in order to become leaders who make a difference.

*Improve your communication and leadership skills and enhance your career.*

08

### Be part of an exclusive community

Students will be part of a community of elite executives, large companies, renowned institutions, and qualified professors from the most prestigious universities in the world: the TECH Technological University community.

*We give you the opportunity to train with a team of world renowned teachers.*

# 04 Objectives

The main objective of this Postgraduate Certificate in Hard Skills for Project Management of TECH Technological University is to offer business professionals who are in charge of this type of work, the necessary skills that they will be able to apply in their daily practice. In this way, the program will serve as a useful work guide in which they will find the keys to successfully manage Project Management.



“

*Reach your academic goals thanks to this innovative program that will allow you to learn the main hard skills for project management”*

TECH makes the goals of their students their own goals too.

Working together to achieve them.

The **Postgraduate Certificate in Hard Skills for Project Management** will enable the student to:

01

Analyze the set of essential techniques for a professional Project Manager

04

Determine how to model the 3 baselines of predictive projects

02

Establish the professional habit of "measuring and adjusting" In other words, carry out periodic monitoring, measure deviations so far, forecast the final result and take corrective actions when there is still time

03

Determine how performance facts are to be communicated to the monitoring committee to make data-driven decisions

05

Measure and adjust schedule, cost and financing



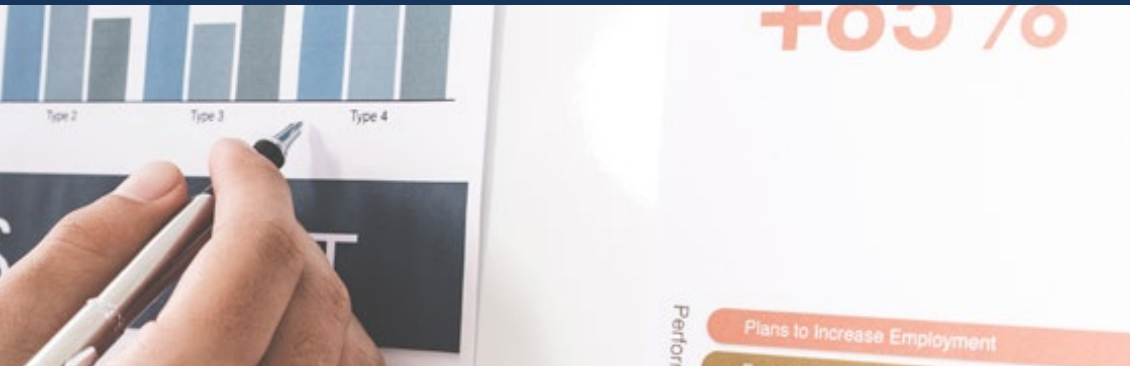


06

Anticipate problems

08

Measure uncertainty windows and perform quantitative risk management



09

Practice the Monte Carlo simulation technique

07

Manage risks

10

Follow up on the project

05

# Structure and Content

The teachers of this Postgraduate Certificate in Hard Skills for Project Management of TECH Technological University have structured the syllabus in an understandable way for the students. In such a way that they take steps forward in their learning in a simple way, self-managing their own study time thanks to its online methodology. In addition, the program includes the fundamental concepts in this field that will be essential for the professional development of Project Managers.



“

*Take an academic tour through the most relevant concepts in this area, which will be fundamental for your professional development”*

## Syllabus

The Postgraduate Certificate Hard Skills for Project Management of TECH Technological University is an intensive program that prepares students to face challenges and business decisions in the field of integrated project management. Its content is designed to promote the development of managerial skills that enable more rigorous decision-making in uncertain environments.

Throughout 150 hours of study, students will study a multitude of practical cases through individual work, which will allow them to acquire the necessary skills to successfully develop in their daily practice. It is, therefore, an authentic immersion in real business situations.

This program deals in depth with different areas of the company and is designed for managers to understand project management from a strategic, international and innovative perspective.

A plan designed especially for students, focused on their professional improvement and that prepares them to achieve excellence in the field of leadership and business management. A program that understands your needs and those of your company through innovative content based on the latest trends, and supported by the best educational methodology and an exceptional faculty, which will give you the skills to solve critical situations in a creative and efficient way.

This Postgraduate Certificate is developed over 6 weeks and distributed in 1 module:

### Module1 Hard Skills for Project Management



### Where, When and How is it Taught?

TECH offers the possibility of developing this Postgraduate Certificate in Hard Skills for Project Management completely online. Over the course of 6 weeks, you will be able to access all the contents of this program at any time, allowing you to self-manage your study time.

*A unique, key, and decisive educational experience to boost your professional development and make the definitive leap.*

**Module 1. Hard Skills for Project Management**

<p><b>1.1. Project Lines: Scope, Time and Cost</b></p> <p>1.1.1. Scope Baseline 1.1.2. Schedule Baseline 1.1.3. Cost Baseline</p>	<p><b>1.2. Scope, Schedule and Cost Planning</b></p> <p>1.2.1. Duration and Cost Estimation Techniques 1.2.2. Planning of Financing Requirements 1.2.3. PERT Method</p>	<p><b>1.3. Monitoring and Control of Scope, Schedule and Costs</b></p> <p>1.3.1. Critical Path Method 1.3.2. Critical Chain Method 1.3.3. Earned Value Method</p>	<p><b>1.4. Project Management Scorecard</b></p> <p>1.4.1. Visual Representation of the Progress Information 1.4.2. Qualitative and Quantitative Scorecards 1.4.3. Key KPI and OKR Indicators</p>
<p><b>1.5. Risk Management.</b></p> <p>1.5.1. Uncertainty, Threat, Opportunity and Assumption 1.5.2. Risk Planning 1.5.3. Control Risks</p>	<p><b>1.6. Qualitative Risk Management</b></p> <p>1.6.1. Risk Decomposition Structures 1.6.2. Risk Identification Techniques 1.6.3. Probability x Impact Matrix</p>	<p><b>1.7. Quantitative Risk Management</b></p> <p>1.7.1. Expected Monetary Value Method 1.7.2. Decision Tree Method 1.7.3. Tornado Diagram Method</p>	<p><b>1.8. Calculation of Reserves</b></p> <p>1.8.1. Term and Budget Reserves 1.8.2. Contingency Reserves 1.8.3. Management Reserves</p>
<p><b>1.9. Project Follow-Up</b></p> <p>1.9.1. Status Reports 1.9.2. Progress Reports 1.9.3. Change Log</p>	<p><b>1.10. Monte Carlo Simulation</b></p> <p>1.10.1. Application of the Monte Carlo Simulation Method 1.10.2. Simulation of Time and Cost Range 1.10.3. Monte Carlo with Excel</p>		



*A unique and decisive academic experience for your professional development”*



# 06

# 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"*

## TECH Business School uses the 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.

“

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



*This program prepares you to face business challenges in uncertain environments and achieve business success.*



## A learning method that is different and innovative

This TECH program is an intensive educational program, created from scratch to present executives with challenges and business decisions at the highest level, whether at the national or international level. 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 business reality is taken into account.

“

*You will learn, through collaborative activities and real cases, how to solve complex situations in real business environments”*

The case method has been the most widely used learning system among the world's leading business schools for as long as they have existed. 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 we face in the case method, an action-oriented learning method. Throughout the program, the studies will be presented with multiple real cases. They must integrate all their knowledge, research, argue and defend their ideas and decisions.

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

## Relearning Methodology

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

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

*Our online system will allow you to organize your time and learning pace, adapting it to your schedule. You will be able to access the contents from any device with an internet connection.*

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 online business school is the only one in the world licensed to incorporate 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.

With this methodology we have 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, markets, and financial 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 specialization, developing a critical mindset, defending arguments, and contrasting opinions: a direct equation to 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.



### Management Skills Exercises

They will carry out activities to develop specific executive competencies in each thematic area. Practices and dynamics to acquire and develop the skills and abilities that a high-level manager needs to develop in the context of the globalization we live in.



### 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 senior management 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.



07

# Our Students' Profiles

The majority profile of the students who take this Postgraduate Certificate at TECH Technological University is that of business professionals who already have extensive experience in the sector but who, aware of the importance of being up to date with the main innovations that have appeared in this field, decide to continue their studies and improve their qualifications, providing their daily work with greater security and more innovative techniques.







“

*A program that will allow professionals to acquire the necessary skills to develop successfully in project management”*

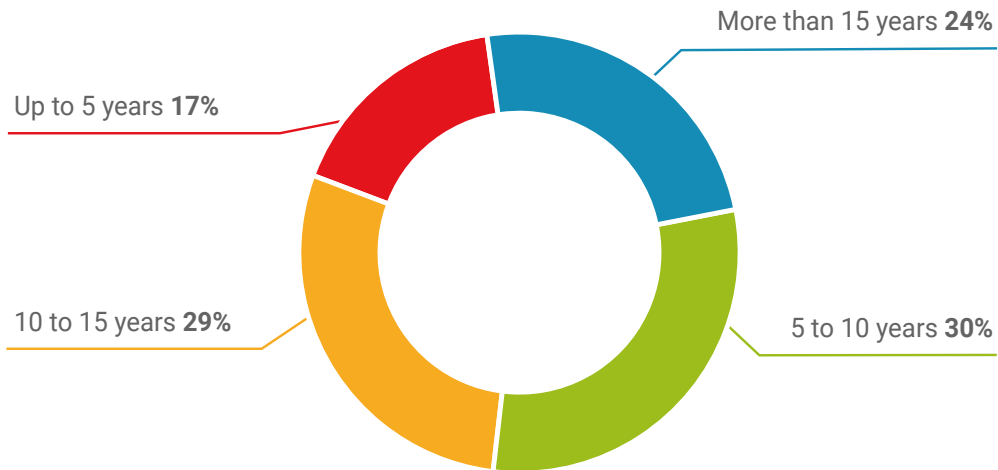
### Average Age

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Between **35** and **45** years old

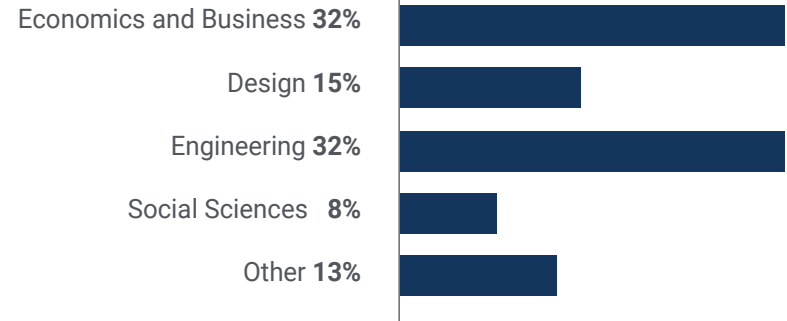
### Years of Experience

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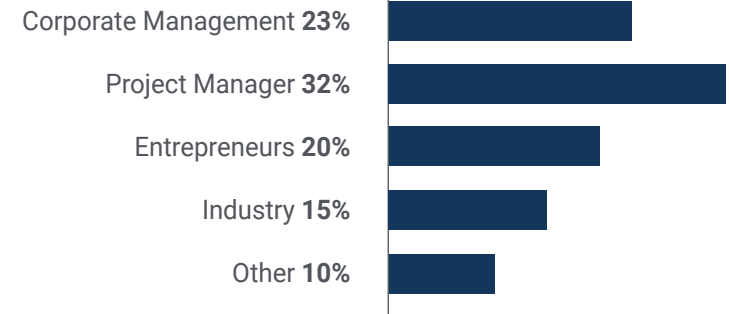
### Training

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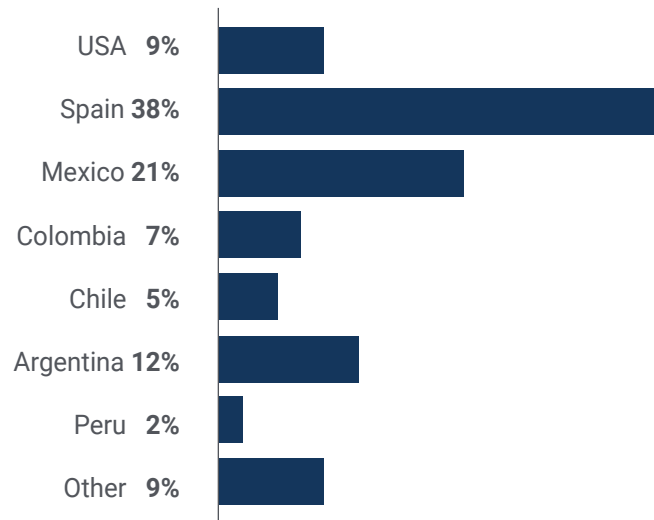
### Academic Profile

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## Geographical Distribution

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## Jaime Díaz

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### Project Manager

*"The completion of this program has been fundamental for my daily professional development, as it has allowed me to learn, first hand, the skills and techniques that a project manager must put into practice. In addition, the educational methodology and its online format have been essential for me to take it comfortably and in a short period of time. I would definitely recommend it to anyone wishing to specialize in this field"*

08

# Course Management

The teachers of this TECH University Postgraduate Certificate are professionals with extensive experience in the sector, but also in teaching and research. People who understand the importance of the higher qualification of managers and who, therefore, have selected the best information on this subject to offer it to you in an educational way, so that you can acquire the necessary skills that will help you succeed in a highly competitive sector.





“

*The best teaching staff will provide you with the necessary tools for successful project management”*

## Management



### Mr. Pérez Pérez, Manuel Felipe

- ♦ Senior Project Manager – EQUIDEA
- ♦ Project Manager - AYDEM Consulting
- ♦ Consultant/Trainer in Organizational Development and Project Management
- ♦ Head of Training for Postgraduate Studies of the College of Computer Engineers of Madrid
- ♦ Technical Telecommunications Engineering - UPM
- ♦ Telecommunication Systems Engineering - UPM
- ♦ European Engineer EUR-ING - FEANI
- ♦ PMP ® (Project Management Professional) - PMI ID: 1767390 Nov 2014
- ♦ Advanced Agile Project Management Program. SCRUM



## Professors

### Mr. Barato, José

- ◆ Director of PMPEOPLE
- ◆ Freelance Trainer
- ◆ Telecommunications Engineer. Polytechnic University of Madrid
- ◆ PMP ® (Project Management Professional) ID: 70285
- ◆ PMI-ACP ® (Agile Certified Practitioner) ID: 1624784
- ◆ Diploma in Accounting and Finance. ESINE
- ◆ Regular Speaker at Project Management Conferences

09

# Impact on Your Career

The accomplishment of this Postgraduate Certificate in Hard Skills for TECH Project Management will mean a plus of quality in the professionalization of the students, by providing all the necessary knowledge to acquire the most adequate skills for a correct management of the projects. By the end of the program, students will have acquired the competencies that will enable them to make an impact on their career, achieving professional improvement in a short period of time.







“

*Learn the most appropriate techniques and tools for project management and improve your employability”*

## Are you ready to take the leap? Excellent professional development awaits you

The Postgraduate Certificate on Hard Skills for Project Management of TECH Technological University is an intensive academic program aimed at improving students' work skills in an area of broad competence. Undoubtedly, it is a unique opportunity to improve professionally, but also personally, as it involves effort and dedication.

Those who wish to improve themselves, achieve a positive change at a professional level and interact with the best, will find their place at TECH.

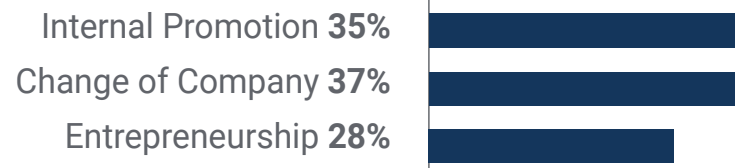
*Develop the skills needed to succeed in a highly competitive industry.*

*This program will help you achieve job improvement in a short period of time.*

### When the change occurs



### Type of change



### Salary increase

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This program represents a salary increase of more than **25.22%** for our students



10

# Benefits for Your Company

The Postgraduate Certificate in Hard Skills for Project Management of TECH Technological University is a unique opportunity for business professionals, contributing to raise the organization's talent to its maximum potential through the specialization of high-level leaders. A program that adapts to the needs of the students so that they acquire the necessary tools that they can later apply in their daily practice, achieving great benefits for their company.





“

*This program will help you lead your projects effectively, achieving the maximum benefit for your company”*

Developing and retaining talent in companies is the best long-term investment.

01

### **Intellectual Capital and Talent Growth**

The professional will bring to the company new concepts, strategies and perspectives that can bring about relevant changes in the organization.

---

02

### **Retaining high-potential executives to avoid talent drain**

This program strengthens the link between the company and the executive and opens new avenues for professional growth within the company.

03

### **Building agents of change**

The professional will be able to make decisions in times of uncertainty and crisis, helping the organization overcome obstacles.

---

04

### **Increased international expansion possibilities**

Thanks to this program, the company will come into contact with the main markets in the world economy.



05

### **Project Development**

The professional will be work on a current project or develop new projects in the field of R&D or Business Development within their company.

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06

### **Increased competitiveness**

This program will equip students with the necessary skills to take on new challenges and drive the organization forward.

11

# Certificate

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





“

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

This **Postgraduate Certificate in Hard Skills for Project Management** 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 job exchanges, competitive examinations and professional career evaluation committees.

Title: **Postgraduate Certificate in Hard Skills for Project Management**

Official N° of Hours: **150 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.



## Postgraduate Certificate Hard Skills for Project Management

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- » Dedication: 16h/week
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- » Exams: online

# Postgraduate Certificate Hard Skills for Project Management