

1. Name of Course:

BMGX 3011 Project Stress Management

2. Number of Clock Hours: 7**3. Course Description:**

Project Management is an inherently stressful and demanding profession, with many project managers becoming burnt out before they even begin to reach their full potential. To ensure a long and prolific career in Project Management it is crucial to learn how to avoid unnecessary stress and how to cope with the unavoidable. This course focuses on the philosophies, principles and techniques for project stress management.

4. Prerequisites

This course is intended for practicing project managers. It qualifies for ongoing PDUs for certified PMI Project management Professionals (PMP).

5. Course Learning Objectives:

1. Describe the major sources of stress on projects and the negative outcomes due to lack of stress management during projects.
2. Recognize stress warning signs early and minimize the chances of projects going out of control.
3. Utilize tools and techniques that are readily available to help manage stress and avoid burnout in various stages of the Project Management career.
4. Manage stress and enjoy your Project Management career – don't just survive, thrive.

6. Rationale:

- In a survey conducted by the ACC High Technology Institute, 86% of respondents listed project management skills as important for career advancement.
- Organizations benefit by having employees that can successfully manage more complex projects and have better risk identification and response procedures.

7. Required Materials: None. Supplied by instructor.

8. Evaluation

A completion certificate worth 0.7 continuing education units (CEUs) will be awarded for successful completion. 0.7 CEU's are equivalent to 7 PMI Professional Development Units (PDU's).

Students are expected to arrive on time, stay for the entire class period, and actively participate in class by asking questions and sharing personal experiences. Any student counted as missing more than 1 hour of class will not receive a completion certificate. There will be a break about half way through the class time.

9. Course Outline

1. Introduction

2. Negative Outcomes due to the Lack of Stress Management
3. Major Sources of Stress
4. Authority vs. Influence vs. Control
5. Recognizing Early Warning Signs of Stress
6. Stop Projects from going Out of Control due to Stress
7. Stages in Project Management Careers
8. Stress Management Tools to avoid burnout
9. How to enjoy being a Project Manager
10. Work-Life Balance and how to achieve it
11. Finding significance in your work during difficult projects.
12. Stress Management Checklist

10. Target Audience:

- All project professionals
- All managers and leaders
- All company employees

11. PDU Information:

Program Number: 2020-BMGX3011; Category: 3; Number of PDUs: 7.