



# Postgraduate Certificate

### PMO

» Modality: online

» Duration: 6 weeks

» Certificate: TECH Global University

» Credits: 6 ECTS

» Schedule: at your own pace

» Exams: online

» Target Group: The program is of special interest to all professionals related to Design, Strategic Planning or project execution, in any of the fields of Engineering, consulting, research, or the daily operations of companies. The type of companies or the industry to which they may belong is very varied, since project management is not exclusive to any industry.

Website: www.techtitute.com/us/school-of-business/postgraduate-certificate/pmo

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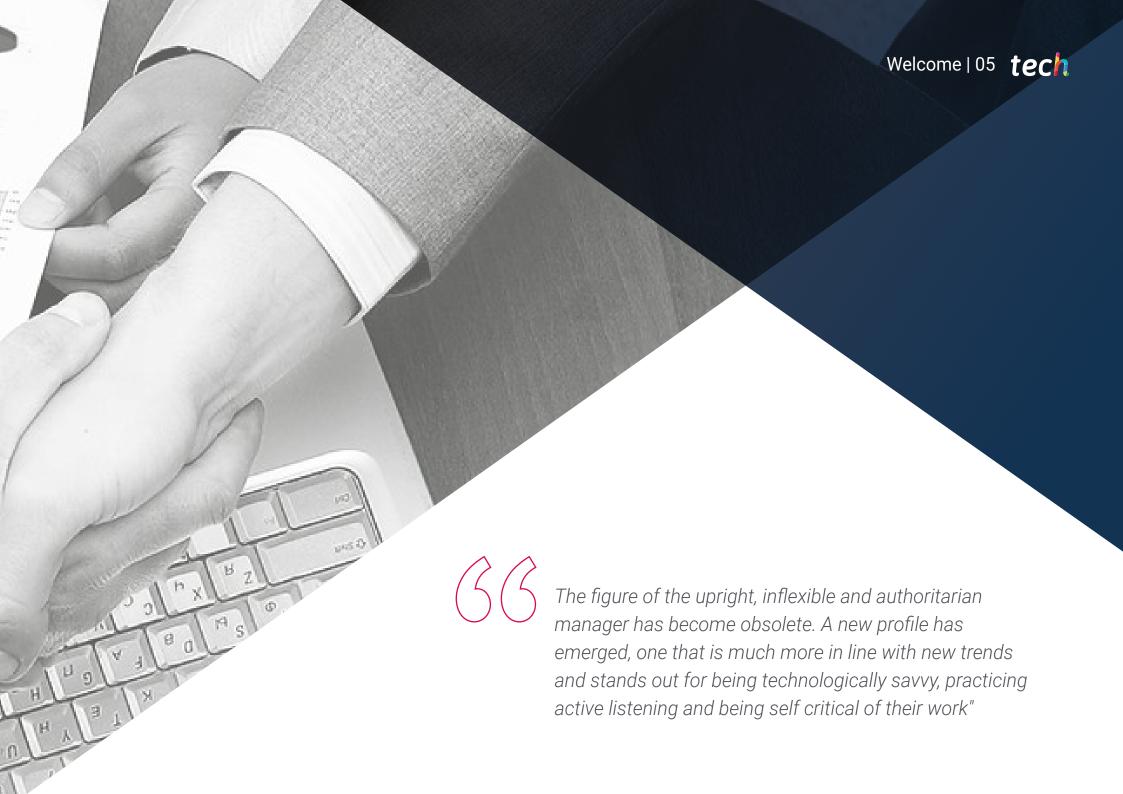
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Certificate

# 01 **Welcome**

The difference between portfolios and programs is that the latter are composed of projects that share objectives and resources. This cascading organizational structure has to be managed in a coordinated manner by the organization. In order to carry out this task, PMOs (Project Management Offices) have to be created, reporting to the company's top management, in order to manage and execute all the projects that the organization is using. Although the PMO is considered one of the best tools that contribute to the success of companies, very few companies have them implemented correctly. For this reason, knowledge and, above all, knowing how to implement it, has become one of the most demanded skills in the market. If you want to improve yourself, make a positive change professionally and network with the best, this is the place.









# tech 08 | Why Study at TECH?

#### At TECH Global 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+

200+

executives trained each year

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.



# A

#### Learn with the best

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"

### Why Study at TECH? | 09 tech

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



#### **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.



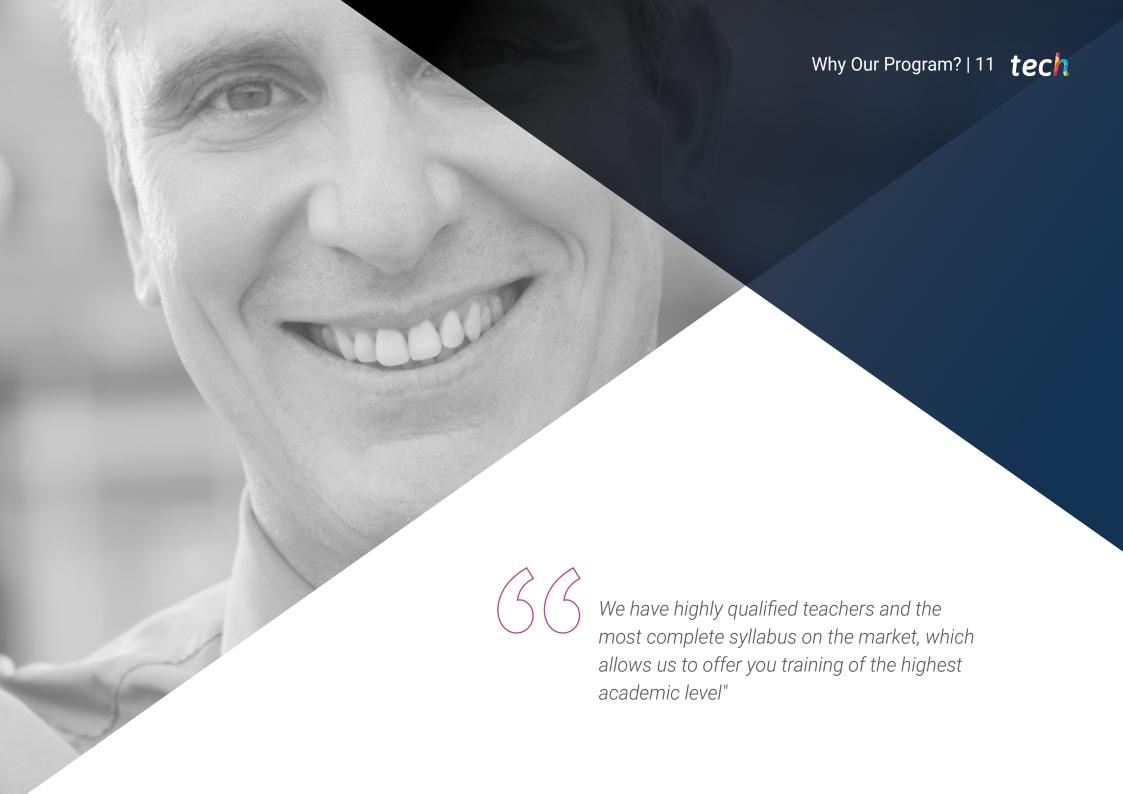
#### **Economy of Scale**

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 ground-breaking price**. This way, TECH ensures that studying is not as expensive for students as it would be at another university.



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.



# tech 12 | Why Our Program?

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



#### 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.



# 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.



#### 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.



#### 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.



#### 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.



#### 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.



#### 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.



#### 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 Global University community.

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





# tech 16 | Objectives

TECH makes the goals of their students their own goals too. Working together to achieve them.

The **Postgraduate Certificate in PMO** will enable the students to:



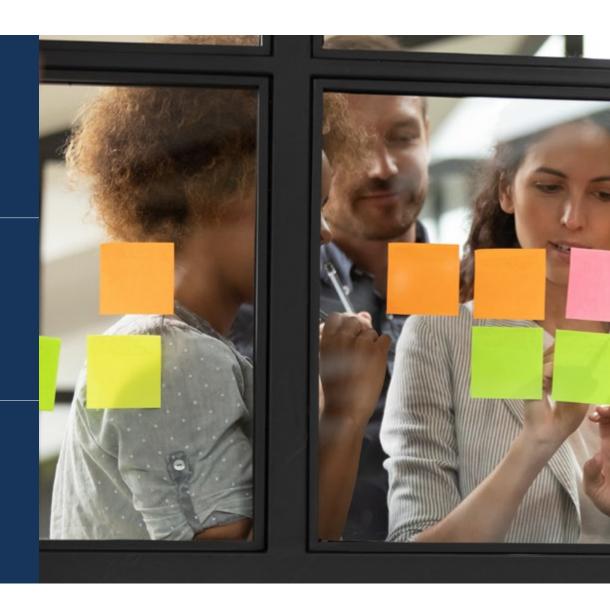
Know how to break down the strategy into portfolios, programs and projects



Develop the ability to manage several projects at the same time



Know how to distribute workloads of shared resources among several projects





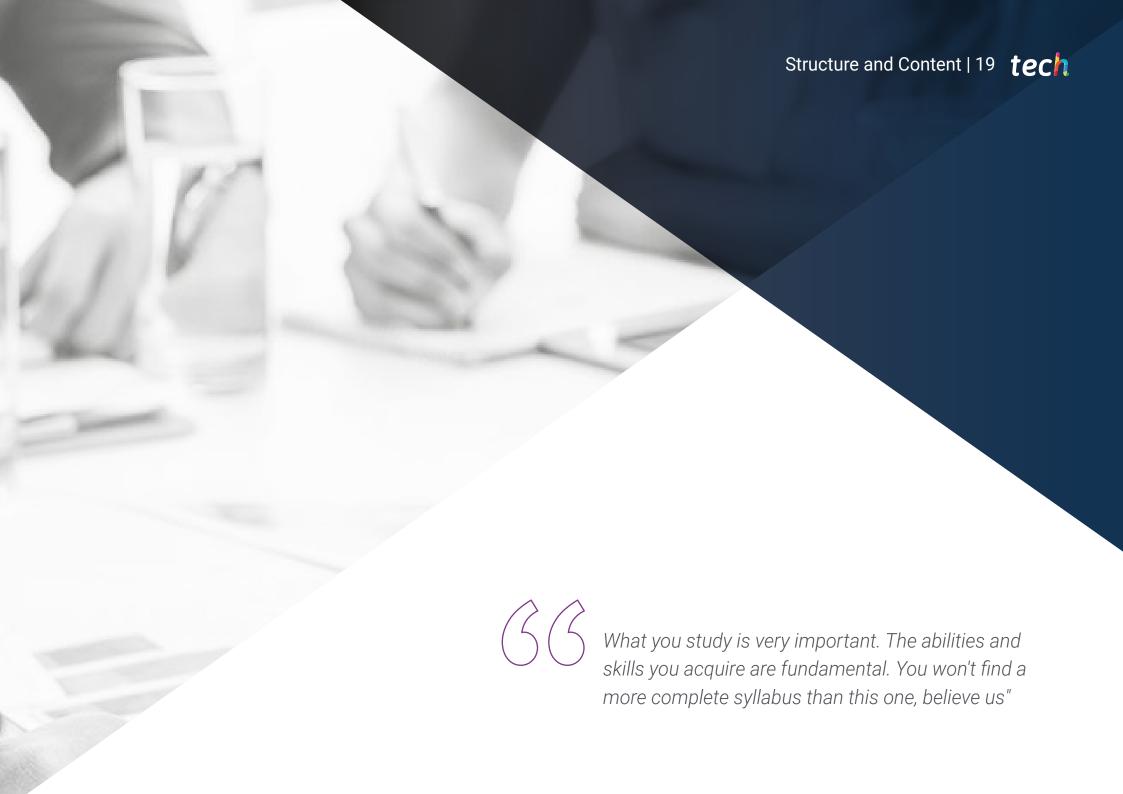


Know how to prioritize and delay projects and ideas within an organization



Design and implement PMO structures within an organization





### tech 20 | Structure and Content

#### **Syllabus**

The Postgraduate Certificate in PMO is designed to promote the development of managerial skills that enable more rigorous decision-making in uncertain environments.

Over the course of 180 hours, the student analyzes a plethora of practical cases through individual practice and teamwork. It is, therefore, an authentic immersion in real business situations.

This Postgraduate Certificate deals in depth with the strategic areas of the company and is designed to train managers who understand business management from a strategic, international and innovative perspective.

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

This Postgraduate Certificate takes place over 6 weeks. You can complete it 100% online, even attending out virtual workshops and conferences.

Module 1

PMO



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

TECH offers the possibility of developing this Postgraduate Certificate in PMO 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.

# tech 22 | Structure and Content

Module 1. PMO							
1.1.	Introduction to the Project Management Office	1.2.	Functions of the Project Management Office	1.3.	Creating the Conditions for Change Leading Organizational Change	1.4.	PMO Vision and Strategy
1.5.	PMO Model Design	1.6.	PMO Resource Plan	1.7.	PMO Implementation	1.8.	PMO Operation and Tools
1.9.	Project Management Culture and Organization Knowledge Management	1.10.	Agile PMO				





A unique, key, and decisive training experience to boost your professional development"



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.





## tech 26 | Methodology

# 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.





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



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

#### 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.

# tech 28 | Methodology

#### **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.



### Methodology | 29 **tech**

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.





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.

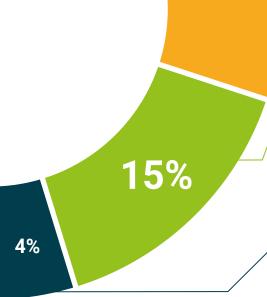


This exclusive educational system for presenting multimedia content was awarded by Microsoft as a "European Success Story".

#### **Testing & Retesting**

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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.

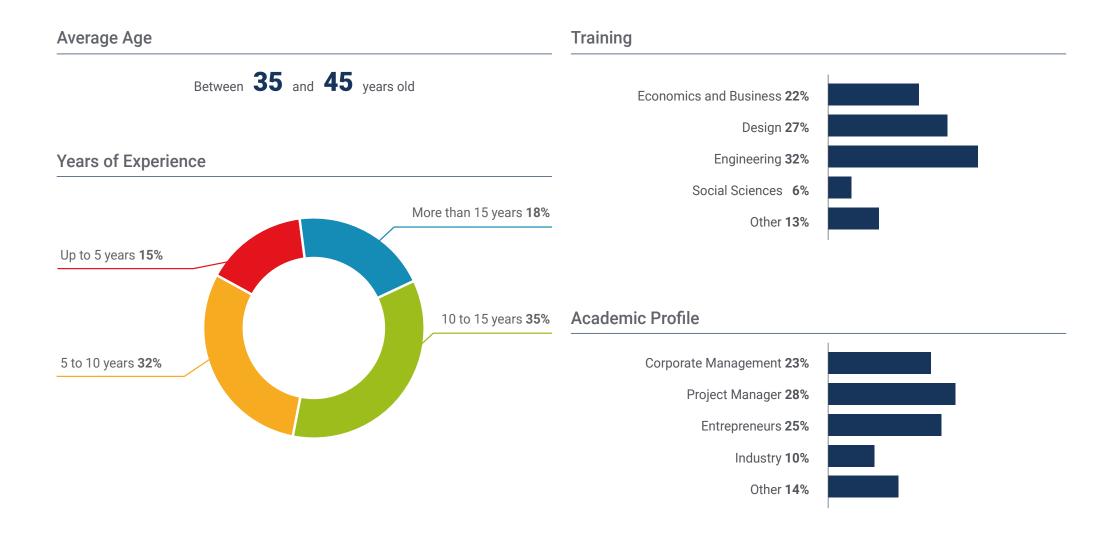


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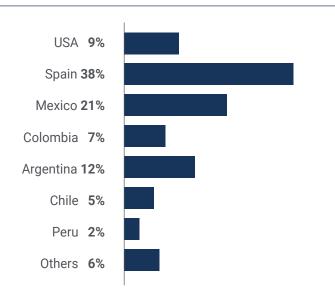




## tech 34 | Our Students' Profiles



#### **Geographical Distribution**





# Luis Martínez

#### **Project Manager**

"Achieving this educational program has been a great opportunity to improve my skills on a professional level. The best of all has been its teaching methodology, which has allowed me to acquire, in a practical way, a deep knowledge of the subject thanks to which I notice how every day I develop in a more efficient way in my work"





#### **International Guest Director**

Considered a pioneer in solving complex business problems, Matthew Seitz is a highly regarded Systems Analyst. In addition, he is specialized in the field of Business Administration, with a focus based on Marketing. He has more than 25 years of professional experience, where he has been part of international reference institutions such as Google, Kellogg's or Abbot Laboratories. Most of his career has been focused on optimizing online presence and increasing sales conversions through advanced SEM strategies.

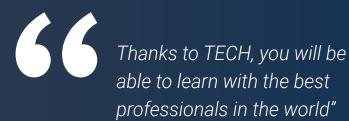
In his commitment to provide services of excellence, he remains at the forefront of areas such as Digital Marketing, Data Analytics, Retail or Business Strategies. Among its main achievements, it stands out having implemented both a strategy and an operating model based on Artificial Intelligence to automate repetitive operational processes and offer personalized product recommendations. In this way, he has been able to significantly accelerate revenue growth on an XXB dollar database.

He combines this work with his role as a C-Level Executive Advisor. In this way, he uses his solid knowledge in relevant subjects such as Marketing, Data Analysis, Financial Valuation and Measurement to help leaders make strategic and informed decisions. In this regard, he specializes in the innovative omni-channel methodology, aimed at maximizing traffic and sales in eCommerce. Thanks to this, customers enjoy a seamless and uniform shopping experience, regardless of whether they purchase goods or services from a physical store or via a website or mobile app. In addition, they can access customer service at any time, without being limited by the store's opening hours.



# Mr. Seitz, Matthew

- Director of Retail Search and Sales Performance at Google in California, United States
- Program Manager and Social Media Analyst at Abbott Laboratories, Chicago, United States
- Senior Project Manager at McDonald's, United States
- Project Consultant at Crowe Chizek in Chicago, United States
- Master in Business Administration (MBA) with a specialization in Digital Marketing, Northwest University.
- B.S. in Systems Analysis from University of Miami



# tech 40 | Course Management

#### Management



#### D. Pampliega, Carlos

- Architect specializing in Project and Risk Management
- Certified Project Management Professional (PMP)
- Professional Scrum Master's Degree certified by Scrum.org
- Active member of PMI-Madrid Spain Chapter
- Director of PMI Castilla y León Branch, the delegation in Castilla y León
- He regularly participates as a speaker in presentations and courses, as well as in congresses organized by PMI
- Consultant and Trainer in Project Management at different universities and business schools
- Member of the Editorial Board of the scientific journal Building & Management
- Member of the PMO Global Alliance Awards PMO Judges Committee

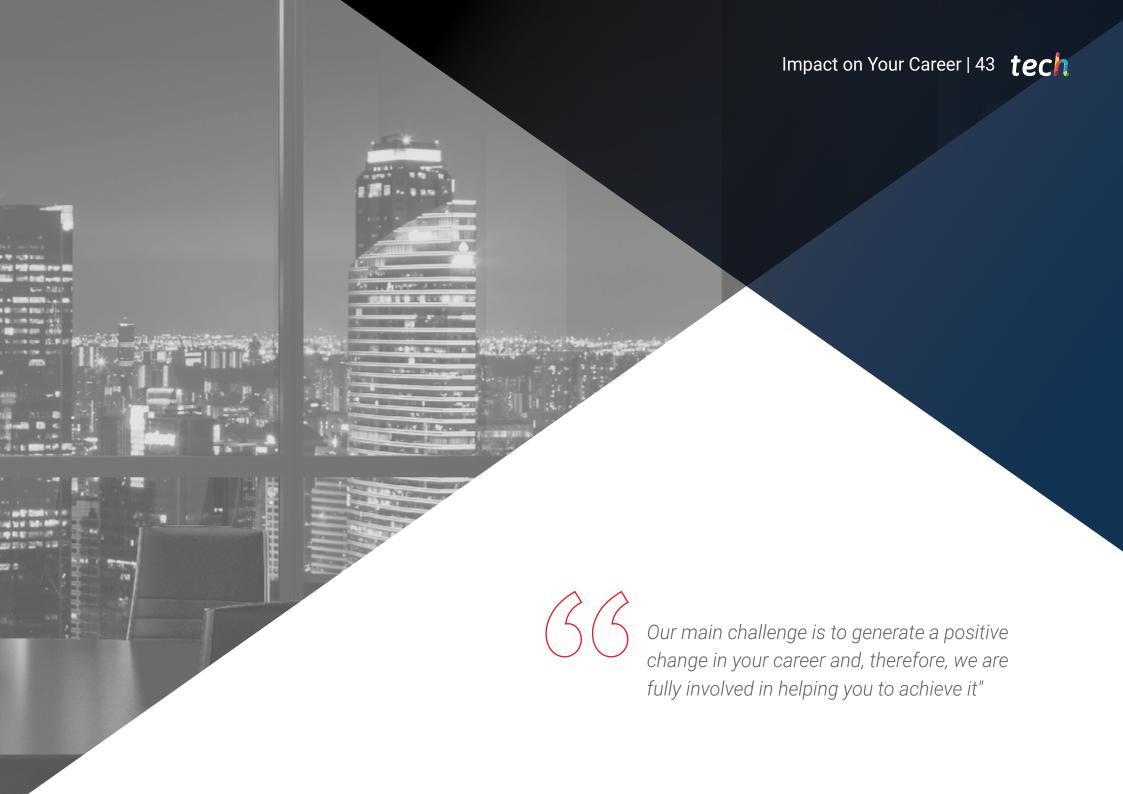
#### **Professors**

#### Dr. Roji Ferrari, Salvador

- Vice Dean of International Relations, Faculty of Economics and Business Studies, Complutense University of Madrid
- PhD in Accounting and Finance, at the Complutense University of Madrid
- Degree in Journalism, Complutense University of Madrid
- Master's Degree of Science in Finance, University of Maryland & Baltimore
- Master's Degree of Business Administration (MBA), University of Maryland & Baltimore
- Professor of the Faculty of Economics and Business Administration, Department of Financial Administration and Accounting
- He has published 6 books on finance and business economics, as well as a multitude of articles and chapters on both divulgation and research







# tech 44 | Impact on Your Career

In order to achieve a positive change at a professional level, it is necessary to make an effort and update your knowledge. Don't think twice and enroll with us.

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

The Postgraduate Certificate in PMO of TECH Global University is an intensive program that prepares you to face challenges and business decisions in the field of comprehensive project management. Its main objective is to promote your personal and professional growth Helping students achieve success.

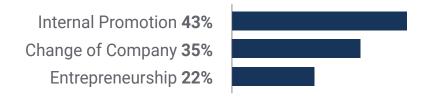
If you want to improve yourself, make a positive change at a professional level and interact with the best, this is the place for you.

TECH is the best option you can find to improve your professional skills.

## When the change occurs



#### Type of change



# Salary increase

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

\$57,900

A salary increase of

25.22%

\$72,500





# tech 48 | Benefits for Your Company

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



# Intellectual Capital and Talent Growth

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



# Retaining high-potential executives to avoid talent drain

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



## **Building agents of change**

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



## Increased international expansion possibilities

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





# **Project Development**

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



## Increased competitiveness

This Postgraduate Certificate will equip your professionals with the skills to take on new challenges and thus drive the organization forward.







# tech 52 | Certificate

This program will allow you to obtain your **Postgraduate Certificate in PMO** endorsed by **TECH Global University**, the world's largest online university.

**TECH Global University** is an official European University publicly recognized by the Government of Andorra (*official bulletin*). Andorra is part of the European Higher Education Area (EHEA) since 2003. The EHEA is an initiative promoted by the European Union that aims to organize the international training framework and harmonize the higher education systems of the member countries of this space. The project promotes common values, the implementation of collaborative tools and strengthening its quality assurance mechanisms to enhance collaboration and mobility among students, researchers and academics.

This **TECH Global University** title is a European program of continuing education and professional updating that guarantees the acquisition of competencies in its area of knowledge, providing a high curricular value to the student who completes the program.

Title: Postgraduate Certificate in PMO

Modality: **online** 

Duration: 6 weeks

Accreditation: 6 ECTS



Mr./Ms. \_\_\_\_\_, with identification document \_\_\_\_\_ has successfully passed and obtained the title of:

#### Postgraduate Certificate in PMO

This is a program of 180 hours of duration equivalent to 6 ECTS, with a start date of dd/mm/yyyy and an end date of dd/mm/yyyy.

TECH Global University is a university officially recognized by the Government of Andorra on the 31st of January of 2024, which belongs to the European Higher Education Area (EHEA).

In Andorra la Vella, on the 28th of February of 2024



<sup>\*</sup>Apostille Convention. In the event that the student wishes to have their paper diploma issued with an apostille, TECH Global University will make the necessary arrangements to obtain it, at an additional cost.



# Postgraduate Certificate PMO

» Modality: online

» Duration: 6 weeks

» Certificate: TECH Global University

» Credits: 6 ECTS

» Schedule: at your own pace

» Exams: online

