

Course #	Title	Course Description	Audience	PDU's
CLO 02	<b>Leadership Strategies for Chapters</b>	In this leadership course, you'll hear strategies from proven thought leaders to help you understand the role of trust leadership and discuss how leaders can inspire others to create a caring culture.	All Chapter Leaders	0.75
CLO 03	<b>Chapter Data Security</b>	Learn about data security and best practices for chapters, plus explore suggested roles chapters can have to secure member data and more.	All Chapter Leaders	0.75
CLO 04	<b>Engaging Volunteers</b>	Learn about the four Rs of engagement: recruitment, retention, recognition, and most importantly, relationships. Use these tools to build a sustainable volunteer team for your chapter in this course.	All Chapter Leaders	0.75
CLO 05	<b>Managing Chapter Finances</b>	This course will assist leaders who have accepted a chapter finance role and provide guidance on many key areas of that specific responsibility. You'll see examples and samples of documentation designed to support new finance leadership.	Role Specific	0.5
CLO 07	<b>Membership: Recruiting &amp; Retaining Members</b>	Chapter membership should be desired not required. PMI chapter members stay for knowledge, networking and to become better professionals. Those in a membership role for their chapter must understand what it means to be a membership-based association and how those principles apply to chapter membership for PMI. In this course, you'll explore the role membership plays in working toward a shared goal of chapter success. You'll learn how to leverage resources, identify and document processes, and explore the value of goal setting and measuring.	Role Specific	0.5
CLO 08	<b>Professional Development: Planning PD/Education</b>	In this course, we'll highlight areas of focus and key considerations to help you effectively plan, run, and engage participants through professional development events.	Role Specific	0.75

CLO 09	<b>Executive Leadership for Your Chapter</b>	<p>This orientation course will assist the leader who has accepted a chapter executive leadership role, such as Chapter President, and provide an overview and guidance on many key areas of that specific responsibility. You'll see examples and samples of documentation designed to support your success in this new position. Primary learning objectives include identifying expectations placed on the President of a chapter board of directors, describing your role's influence on the chapter and how it plays an important part in chapter success, and explaining the governance structure, policies, and procedures of PMI chapters.</p>	Role Specific	0.5
CLO10	<b>Chapter Administration Orientation</b>	<p>Explore and excel in your role as a chapter administrator, secretary, or in a governance position with our comprehensive orientation course. This program is tailored to guide and support leaders stepping into these crucial roles. Gain insights into key areas of responsibility, backed by practical examples and documentation samples to ensure your success in this new position. Join us to enhance your skills and confidently navigate the responsibilities that come with chapter administration, secretarial, or governance roles. Primary learning objectives include identifying expectations placed on the Administrator of a chapter board of directors, describing your role's influence on the chapter and how it plays an important part in chapter success, and explaining the governance structure, policies, and procedures of PMI chapters.</p>	Role Specific	0.5

CLO11	<b>Effective Outreach for Chapters</b>	<p>This course equips new and existing Chapter Leaders with the necessary knowledge and skills to plan and implement effective outreach strategies in diverse sectors, including academia, business/corporate, military (United States only), and social impact. It provides comprehensive training and development opportunities to PMI volunteers, empowering them to excel in their volunteer roles and maximize their contribution to the organization. Primary learning objectives include, identifying expectations and responsibilities of the chapter outreach role, describing the role of outreach on chapter success, defining types of outreach and determining if your chapter should be involved, describing best practices in planning and executing an outreach program.</p>	Role Specific	0.5
CLO12	<b>Chapter Technology &amp; Webmaster Orientation</b>	<p>Explore the world of chapter technology! In this course, you'll cultivate essential skills for effective chapter technology management and chapter website management. You'll explore your primary responsibilities as a leader of chapter technology and/or website, learn how to support and maintain existing chapter tech and how to acquire new technology. Primary learning objectives include becoming acquainted with all aspects of chapter technology, becoming familiar with the chapter and PMI policies and procedures regarding technology, working with chapter leaders and vendors to ensure the technology used aligns with the business needs of the chapter, and ensuring compliance with the chapter and PMI security policies.</p>	Role Specific	0.5

<b>CLO02-01</b>	<b>Annual Requirements for Chapters</b>	<p>Join our orientation course tailored for leaders taking on chapter board roles. Receive comprehensive guidance on fulfilling annual requirements for chapters, including essential aspects like Annual Planning, Catalogue of Core Services, and Charter Renewal. This course incorporates practical examples and documentation samples to support you seamlessly through these crucial processes. Be well-prepared and confident in navigating the responsibilities of your chapter board role by enrolling in this invaluable learning experience.</p>	All Chapter Leaders	0.5
<b>CLO02-02</b>	<b>Chapter Conflict Management</b>	<p>Conflict within a chapter is inevitable given that people have different perspectives and opinions. As a leader, you can steer conflict in every aspect of your chapter—even among board members—to minimize negative impact and spark fresh ideas. The Chapter Conflict Management course is inspired by PMI’s Culture Values. It’s made up of four modules, including: Introduction: Culture Values, Managing Conflict, Psychological Safety, and Energy Leadership. Each module can be taken separately and together to provide you with a framework for chapter conflict management.</p>	All Chapter Leaders	3