

RefineM

Training Catalog



PMI ATP #	3990
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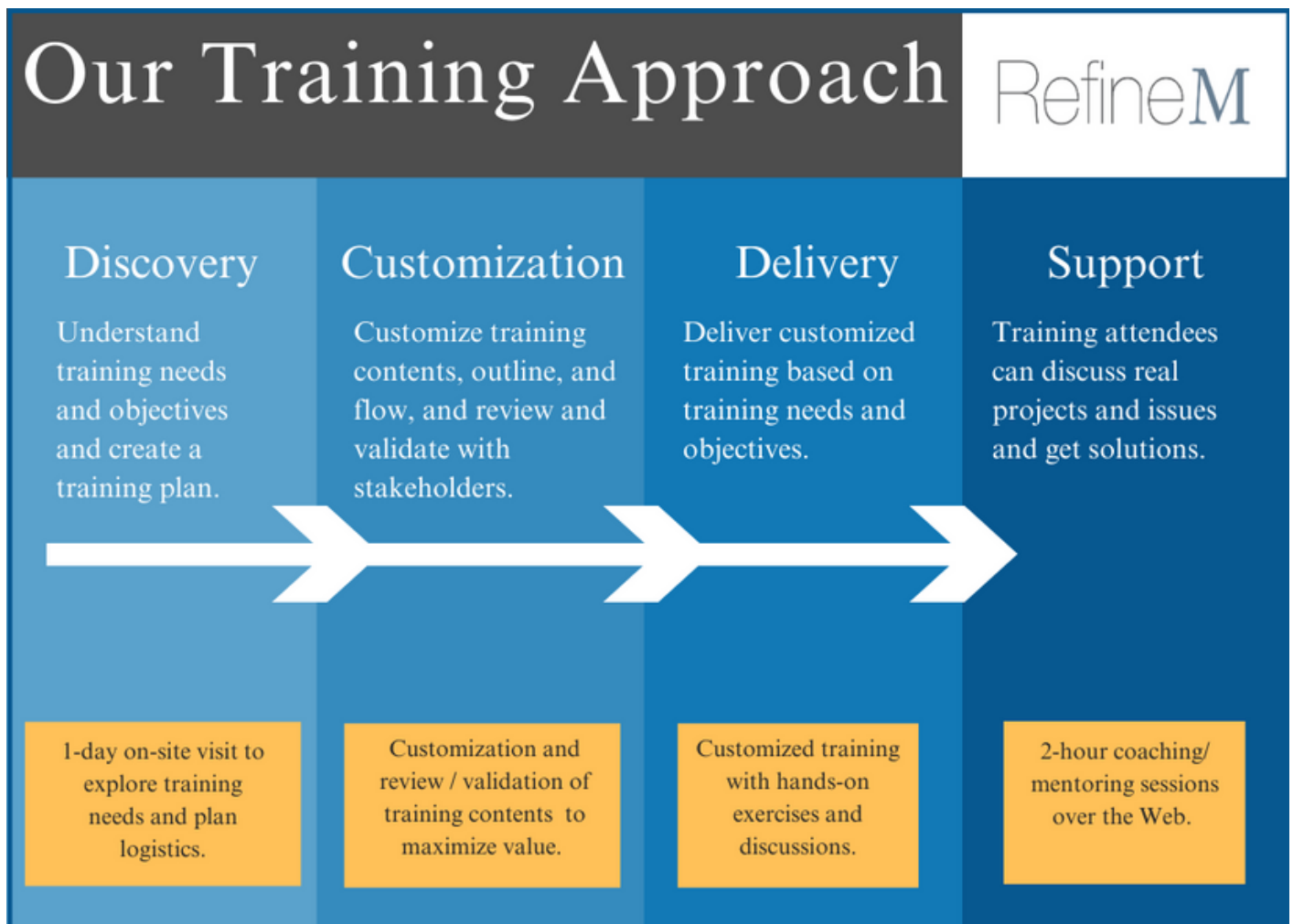
ABOUT REFINEM TRAINING

This catalog is not an exhaustive list of the trainings RefineM has to offer, to see a full list, visit <https://refinem.com/training/customized-training/>

****All trainings are offered as virtual, in-person, or hybrid format****

RefineM Training Approach

We offer a variety of training modules to meet the unique needs of you and your team. By focusing on the learning style of your team, you get real results. Our goal in every aspect of our services is to get measurable results for our clients and our training services are no different.



To view upcoming training dates visit <https://refinem.com/training/public/>

Contact us about future dates or to arrange for this training to be delivered in your organization or city.

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Project Management



Project Management Fundamentals / PM 101

Standard Duration:

2 Days

PDUs

7 PDUs / SEUs / Contact Hours per day (Business Acumen: 0, Power Skills: 0, Ways of Working: 7)

Description

Are you a project manager or project team member looking for a course that will help you develop a good understanding of the basics of project management? Have you heard about the benefits of project management and are looking for a way to harness them for you or your organization? If so, you will likely benefit from RefineM's Project Management Fundamentals course.

RefineM's Project Management Fundamentals training course covers basic topics in Project Management. This course is aligned to A guide to the Project Management Body of Knowledge (PMBOK® Guide) Sixth Edition to help attendees become familiar with the framework and terminology. You will have opportunities to work on project examples and/or case studies that will allow you to have hands-on experience to apply the concepts.

Who Should Attend

- Anyone who is responsible for project delivery but never went through formal training on project management.
- Anyone working on a project, such as a project manager, project coordinator, project lead, team lead, senior project manager, or PMO director.

Course Objectives

After completing the course, you will be able to:

- Understand and describe the benefits of project management and utilize basic project management practices to improve project delivery
- Relate the impact and dynamics of the organization's culture/behavior on their projects.
- Describe the role of a project manager and the roles of others associated with the project.

Industry

All industries such as IT, healthcare, construction, etc.

[To view upcoming training dates visit
https://refinem.com/project-management-fundamentals-public/](https://refinem.com/project-management-fundamentals-public/)

[Contact us about future dates or to arrange for this training to be delivered in your organization or city.](#)

Project Management Fundamentals / PM 101

Standard Training Agenda

Day 1: Project Management Fundamentals (50% Lecture, 50% Hands-on)

1. Introductions and Project Overview
 - 1.1. Purpose of the course and & expectation setting
 - 1.2. What is a project?
 - 1.3. Projects in everyday life
 - 1.4. Organizational context for projects
 - 1.5. Experience sharing
 - 1.6. Introduction to Critical Chain Management
2. Project Management Concepts
 - 2.1. What is Project Management?
 - 2.2. Trends in Project Management
 - 2.3. Project Life Cycles
 - 2.31. Predictive Conventional Project Management (Waterfall)
 - 2.32. Adaptive / Agile Project Management
 - 2.33. Hybrid approaches
 - 2.4. Project, Program, and Portfolio Management
3. Role of a Project Manager, Organizational Project Management and Project Initiation
 - 3.1. Project Manager's Role & Challenges
 - 3.2. Organizational Structures
 - 3.3. Team Development
 - 3.4. Organizational Project Management (OPM)
4. Project Management Framework for Delivering a Project
 - 4.1. Initiate the Project - Develop Project Charter and Identify Stakeholders
 - 4.2. Develop the Project Management Plan
 - 4.3. Define Scope, Budget, and Schedule
 - 4.4. Estimate Budget & Schedule including Critical Chain Management
 - 4.5. Plan Quality, Communication, Resources, Risk, and Procurement
 - 4.6. Execute the Plan Created During the Planning Phase
 - 4.7. Monitor Execution and Adjust
5. Miscellaneous Project Management Topics
 - 5.1. Trends and Emerging Practices in Project Management
 - 5.2. Project Management Quiz

Day 2: Agile/Hybrid Project Management Concepts (50% Lecture, 50% Hands-on)

1. Agile Concepts
 - 1.1. Traditional vs. Agile
 - 1.2. The Agile Manifesto
 - 1.3. Twelve Agile Principles
 - 1.4. Adaptive, Predictive, and Hybrid Project Approaches
2. Agile Methodologies
 - 2.1. Scrum
 - 2.2. XP
 - 2.3. LEAN
 - 2.4. Kanban
 - 2.5. Scrumban / Hybrid
 - 2.6. Other Agile Methodologies
3. Agile Teams
 - 3.1. Self-Organizing teams
 - 3.2. Team Selection & Participation
 - 3.3. Agile Tooling
 - 3.4. Empowering Teams
4. Agile Planning & Estimation
 - 4.1. Stakeholder Analysis
 - 4.2. Agile Analysis Tools & Techniques
 - 4.3. Agile Planning
 - 4.4. Agile Estimation
5. Agile Project Execution
 - 5.1. Agile Backlogs (Product & Iteration Backlogs)
 - 5.2. Agile Metrics (Velocity, Cycle Time, Burn Rate, Escaped 5.3. Defects etc.)
 - 5.4. Embracing Change in Agile Projects
 - 5.5. Information Radiators

*An additional 1-3 days is available to include a deeper dive into more project management fundamental topics as well an option for a hands-on experience for attendees

[To view upcoming training dates visit](#)

<https://refinem.com/project-management-fundamentals-public/>

[Contact us about future dates or to arrange for this training to be delivered in your organization or city.](#)



Project Management Professional (PMP)® Exam Prep Course

Standard Duration:

4 Days

PDU's

35 Contact Hours (Business Acumen: 4, Power Skills: 4, Ways of Working: 27)

Description

Our PMP® exam prep course is aligned to PMI's Exam Content Outline and covers the PMBOK® Guide, Agile Practice Guide, and other resources. The course incorporates real-life examples from project experiences to make it more relevant to your project environment while you learn the most critical parts of each domain and task, understand where your knowledge gaps lie, and receive the individual attention needed to close these gaps. You also receive PMP® exam test-taking tips and tricks to improve your confidence.

Our course is delivered by experienced instructors certified by PMI specifically to teach PMP Exam Prep. There will be opportunities for discussion, practice exams, and hands-on activities, making the entire course experience engaging and fun.

Who Should Attend

- This course is geared towards anyone who wants to pass the PMP® certification exam
- Anyone looking to implement Project Management in a way that helps them stand out as a project professional

Course Objectives

After completing the course, you will be able to:

- Better prepare for the PMP® exam to pass on your first attempt.
- Explain and apply project management domains and tasks.
- Understand critical exam topics and the highest-value project management processes.

Course Materials

1. Pre- and post-training packages to help you get maximum ROI from the class.
2. PMP course material provided by PMI.
3. A 200-question practice test provided by PMI.
4. 90-day subscription to RefineM's on-line PMP Exam Prep test simulator with a question bank of more than 1,000 high-quality questions developed by experienced PMP instructors.
5. Lifetime Subscription to RefineM's Agile Fundamentals Self-Paced Online Course to help you gain foundational Agile knowledge for the exam.
6. A "brain dump" of critical exam topics to record on scrap paper.
7. Lifetime Subscription to RefineM's PDU Bundle so students can earn Professional Development Units after attaining their certification.
8. Unlimited Post-training support after the training to help students ace their exam.

Industry

All industries such as IT, healthcare, construction, etc.

[To view upcoming training dates visit](#)

<https://refinem.com/pmp-exam-prep-course-public/>

[Contact us about future dates or to arrange for this training to be delivered in your organization or city](#)

Project Management Professional (PMP)® Exam Prep Course

Standard Training Agenda

Agenda for 4-Day Course

8:00 am - 5:00 pm Local Time

Day 1

1. Introduction
 - 1.1. Introductions
 - 1.2. About the PMP Exam
2. Business Environment
 - 2.1. Foundation
 - 2.2. Strategic Alignment
 - 2.3. Project Benefits and Value
 - 2.4. Organizational Culture and Change Management
 - 2.5. Project Governance
 - 2.6. Project Compliance
3. Start the Project
 - 3.1. Identify and Engage Stakeholders

Day 2

1. Start the Project Cont.
 - 1.1. Form the Team
 - 1.2. Build a Shared Understanding
 - 1.3. Project Approach
2. Plan the Project
 - 2.1. Planning Projects
 - 2.2. Scope
 - 2.3. Schedule
 - 2.4. Resources
 - 2.5. Budget
 - 2.6. Risks

Day 3

1. Plan the Project Cont.
 - 1.1. Quality
 - 1.2. Integrate Plans
2. Lead the Project Team
 - 2.1. Craft your Leadership Skills
 - 2.2. Create a Collaborative Project Team Environment
 - 2.3. Empower the Team
 - 2.4. Support Team Member Performance
 - 2.5. Communicate and Collaborate with Stakeholders
 - 2.6. Training, Coaching, and Mentoring
 - 2.7. Manage Conflict

Day 4

1. Support Project Team Performance
 - 1.1. Implement Ongoing Improvements
 - 1.2. Support Performance
 - 1.3. Evaluate Project Progress
 - 1.4. Manage Project Issues and Impediments
 - 1.5. Manage Project Changes
2. Closing the Project/Phase
 - 2.1. Project Phase/Closure
 - 2.2. Benefits Realization
 - 2.3. Knowledge Transfer
3. Conclusion
 - 3.1. Exam Practice Questions and Review

*A 5 day option and a 12 session option is also available, contact us at trainings@refinem.com to learn more.

[To view upcoming training dates visit
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Certified Associate in Project Management (CAPM)® Exam Prep Course

Standard Duration:

Each Monday for four consecutive weeks

PDU's

23 Contact Hours (Business Acumen: 4, Power Skills: 4, Ways of Working: 15)

Description

Are you a new project manager or looking to transition into project management from a different field? If so, the Certified Associate in Project Management (CAPM)® certification is the right fit for your needs and will help you jump-start your project management career.

Our CAPM® exam prep course is aligned to PMI's course content and the latest CAPM Exam pattern as of July 2023. The course incorporates real-life examples from project experiences to make it more relevant to your project environment while preparing you for the exam. You learn the most critical parts of each domain and task, understand where your knowledge gaps lie, and receive the individual attention needed to close these gaps. You also receive CAPM® exam test-taking tips and tricks to improve your confidence heading into your exam. In addition to preparing for the exam, you learn how to implement fundamental concepts of project management in a way that helps you stand out as a CAPM®-certified project manager, further increasing your competitive advantage.

Who Should Attend

- This course is geared towards anyone who wants to pass the CAPM® certification exam
- Anyone looking to implement Project Management in a way that helps them stand out as a project professional

Course Objectives

After completing the course, you will be able to:

- Better prepare for the CAPM® exam to pass on your first attempt.
- Explain and apply project management domains and tasks.
- Understand critical exam topics and the highest-value project management processes.

Course Materials

1. Pre- and post-training packages to help you get maximum ROI from the class.
2. CAPM® Exam Prep course material provided by PMI.
3. 90-day subscription to RefineM's on-line PMP Exam Prep test simulator with a question bank of more than 1,000 high-quality questions developed by experienced PMP instructors to help prepare you for PMI's style of questions.
4. Lifetime access to RefineM's Agile Fundamentals Self-Paced Online Course to help you gain foundational Agile knowledge for the exam.
5. A "brain dump" of critical exam topics to record on scrap paper.
6. Unlimited Post-training support after the training to help students ace their exam.
7. Subscription to RefineM's PDU Bundle so students can earn Professional Development Units after attaining their certification.

Industry

All industries such as IT, healthcare, construction, etc.

[To view upcoming training dates visit
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Certified Associate in Project Management (CAPM)® Exam Prep Course

Standard Training Agenda

1. Becoming a Certified Associate in Project Management
2. Projects and Project Management
3. Organizing for Project Performance
4. Development Approach and Life Cycle Performance Domain
5. Planning, Project Work and Delivery: Predictive Methodologies
6. Project Work and Delivery
7. Planning, Project Work, and Delivery: Adaptive Methodologies
8. Overview of Adaptive Frameworks
9. Measurement, Tracking, and Managing Uncertainty
10. Business Analysis Frameworks
11. Business Analysis Domains
12. Capstone Activity
13. Conclusion

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Recipe to Deliver Projects Successfully

Standard Duration:

1 Day

PDU's

7 PDUs / SEUs / Contact Hours per day
(Business Acumen: 0, Power Skills: 0, Ways of Working: 7)

Description

A right balance of ingredients and managing them throughout the duration of cooking results in a perfect dish. The same is the case with project management processes. If you select the right processes and follow them consistently you end up with a successful Project. With these ingredients/processes you can also turn around projects that have gone south, and get them back to life.

There are eight key ingredients to delivering a successful Project:

1. Project Charter
2. Stakeholder Register
3. WBS (Work Breakdown Structure)
4. Resource Allocation
5. Schedule (Time Line)
6. Communication Plan
7. Risk Register
8. Performance Reporting

Any one or more ingredients you miss in your project will surely lead to unanticipated roadblocks and dead ends. If these steps/ingredients are followed consistently, you end up with successful execution of a project.

Who Should Attend

- The course is ideal for anyone in the project management role who would like to learn about key project management process to ensure successful completion of projects. This will help them to walk away with a toolkit that they can implement in their projects right away.
- For those who are part of a PMO, they can take the recipe as suggestions for process improvements for the PMO.

Course Objectives

After completing the course, you will be able to:

- Get an in-depth understanding of the key ingredients of the recipe to deliver projects successfully.
- Understand and apply key project management processes to increase successful project delivery.
- Walk away with a toolkit that you can implement in your projects right away.

Industry

All industries such as IT, healthcare, construction, etc.

[To view upcoming training dates visit](#)

<https://refinem.com/recipe-to-deliver-projects-successfully/>

[Contact us about future dates or to arrange for this training to be delivered in your organization or city](#)

Recipe to Deliver Projects Successfully

Standard Training Agenda

One-day Training

1. Introductions and Expectations
2. The Recipe for Successful Project Delivery
 - 2.1. Why Use a Recipe?
 - 2.2. Today's Project Environment
 - 2.3. The "Sweet Spot"
 - 2.4. The Recipe Approach
 - 2.5. The Recipe- Essential Gear for Project Managers
 - 2.6. The Eight Processes
 - 2.7. The Fitness Test
3. More about the essential PM processes
 - 3.1. Project Charter
 - 3.2. Stakeholder Analysis
 - 3.3. Work Breakdown Structure (WBS)
 - 3.4. Resource Allocation
 - 3.5. Project Schedule
 - 3.6. Communication Plan
 - 3.7. Risk Register
 - 3.8. Performance Reporting
4. Conclusion / Final Q & A
5. Individual / Group Exercises Throughout the Training

[To view upcoming training dates visit](#)

<https://refinem.com/recipe-to-deliver-projects-successfully/>

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Generative AI for Project Managers

Standard Duration:

1 Day

PDU's

7 PDUs / SEUs / Contact Hours per day (Business Acumen: 0, Power Skills: 0, Ways of Working: 7)

Description

This one-day training course covers basic topics relating to Artificial Intelligence for Project Managers. In this course, attendees will be provided an overview of generative AI and the potential applications AI has in project management. They will learn how to apply AI to different aspects of project management like project initiation, planning, project execution, and monitoring and control.

Through interactive group and individual exercises, attendees will learn effective generative AI skills and will leave the course ready to seamlessly incorporate AI into their daily project related work.

Who Should Attend

- The course is ideal for project managers who are interested in learning how to utilize AI in their projects.
- Anyone looking to stay on top of emerging technology in project management

Course Objectives

After completing the course, you will be able to:

- Get a better idea of the role of AI in Project Management.
- Apply the knowledge they acquired of AI applications to real projects.
- Understand how to validate generative AI results.

Industry

All industries such as IT, healthcare, construction, etc.

[To view upcoming training dates visit
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Generative AI for Project Managers

Standard Training Agenda

One-day Training

1. Introduction and Expectations
2. Overview of Generative AI for Project Managers
3. Tailoring Prompts
4. Applications for Project Initiation
5. Applications for Project Planning
6. Applications for Project Execution, Monitoring, and Control
7. Other Applications
8. Conclusion
9. Q&A

[To view upcoming training dates visit
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[Contact us about future dates or to arrange for this training to be delivered in your organization or city](#)



Risk Management for Projects

Standard Duration:

1 Day

PDU's

7 PDU's / SEUs / Contact Hours per day (Business Acumen: 0, Power Skills: 0, Ways of Working: 7)

Description

Project risk management is perhaps the least understood and most effective tool project managers, program managers, or PMOs can employ to increase the odds of project success. When implemented correctly, it not only boosts probability of success, but also alleviates anxiety and improves predictability. Over the last decade, project risk management has become the backbone of organizations which successfully deliver projects, and in the current period it is absolutely essential to the success of a project/program/PMO.

This course on Risk Management covers theoretical as well as practical aspects of risk management methodologies. Examples from real projects will clarify concepts and illustrate the best practices. Attendees will also get an opportunity to participate in a few exercises that will prepare them to implement best practices in their projects.

Who Should Attend

- This course is ideal for project/program managers, portfolio managers, PMO leaders, executives, project sponsors, change agents, project team members
- This course is also good for business/systems analysts and other project stakeholders

Course Objectives

After completing the course, you will be able to:

- Understand all parts of a risk management plan and develop a risk management plan for your real projects.
- Analyze and prioritize risks using qualitative and quantitative risk analysis methods.
- Use risk contingency reserve with Expected Monetary Value (EMV) to improve the predictability of project outcomes.

Industry

All industries such as IT, software development, etc.

[To view upcoming training dates visit
https://refinem.com/risk-management-for-projects/](https://refinem.com/risk-management-for-projects/)

[Contact us about future dates or to arrange for this training to be delivered in your organization or city](#)

Risk Management for Projects

Standard Training Agenda

One-day Training

1. Introduction and Course Overview
2. Project Risk Management Concepts
 - 2.1. What is a Risk?
 - 2.2. Differences between Issues and Risks
 - 2.3. Positive and Negative Risks
3. Risk Management Framework
 - 3.1. Plan Risk Management
 - 3.2. Identify Risks
 - 3.3. Analyze Risks - Qualitative Risk Analysis
 - 3.4. Analyze Risks - Quantitative Risk Analysis
 - 3.5. Develop Risk Response Plan
 - 3.6. Monitor and Control Risks
4. Developing Risk Contingency Reserve
 - 4.1. What is Risk Contingency Reserve?
 - 4.2. Contingency Reserve vs. Management Reserve
 - 4.3. Using Expected Monetary Value (EMV)
5. Using Risk Contingency Reserve
 - 5.1. Integrating Risk Contingency Reserve with Project Cost and Schedule
 - 5.2. Deploying Risk Contingency Reserve
 - 5.3. Best Practices and Pitfalls
6. Communicating Risks and Risk Contingency Reserve to Sponsors and Stakeholders
 - 6.1. Getting buy-in for Risk Contingency Reserve from Sponsors and Stakeholders
 - 6.2. Individual/Group Exercises / Examples / Case Studies / Q&A Throughout Training

*An additional 1-2 days is available to include a deeper dive into more risk management topics as well an option for a hands-on experience for attendees

[To view upcoming training dates visit
https://refinem.com/risk-management-for-projects/](https://refinem.com/risk-management-for-projects/)

[Contact us about future dates or to arrange for this training to be delivered in your organization or city](#)

Agile



Agile Fundamentals / Agile 101

Standard Duration:

2 Days

PDUs

14 PDUs / SEUs / Contact Hours per day
(Business Acumen: 2, Power Skills: 2, Ways of Working: 10)

Description

Agile has been successfully used to deliver high value to customers within a fixed scope and time frame. This Agile training course will provide an overview of Agile concepts, various Agile methodologies, Agile teams, planning for Agile projects, and executing Agile projects.

As an attendee of this Agile training course, you will learn more about the foundations of Agile, including the Agile manifesto, guiding principles, and a comparison to waterfall-style development. You will learn more about Agile methodologies, basic roles, and ceremonies and artifacts. In our stress-free, small-group learning environment, you will have the opportunity to interact with other Agile practitioners and learn hands-on with the guidance of an experienced Agile instructor. You will leave this Agile training course ready to implement Agile on your teams.

Who Should Attend

- Anyone who would like to learn more about Agile
- Project team members, project managers, project leads, technical leads, or QA testers or managers, particularly in software development or IT

Course Objectives

After completing the course, you will be able to:

- Lead and/or participate in an Agile project much more efficiently.
- Clearly describe Agile concepts.
- Differentiate among different Agile methodologies.

Industry

All industries such as IT, software development, etc.

[To view upcoming training dates visit
https://refinem.com/agile-fundamentals-public/](https://refinem.com/agile-fundamentals-public/)

[Contact us about future dates or to arrange for this training to be delivered in your organization or city.](#)

Agile Fundamentals / Agile 101

Standard Training Agenda

Day 1

1. Introductions
 - 1.1. What is Agile
2. Agile Concepts
 - 2.1. Waterfall/Predictive Life Cycle pros and cons
 - 2.2. How is Agile different
 - 2.3. Agile contracts
 - 2.4. Manifesto for Agile Software Development
 - 2.5. 12 Principles of Agile
 - 2.6. Why use Agile?
 - 2.7. Being Agile vs Doing Agile
 - 2.8. Challenges in Agile Adoption
3. Agile Methodologies
 - 3.1. Scrum
 - 3.2. XP - Extreme Programming
 - 3.3. Lean
 - 3.4. Kanban
 - 3.5. Other Agile Methodologies
 - 3.6. Hybrid methodology
4. Agile Teams
 - 4.1. Self-organizing teams
 - 4.2. Agile Analysis Tools
5. Planning / Estimation
 - 5.1. Agile planning
 - 5.11. Customer value
 - 5.12. Product vision statement
 - 5.13. Product Roadmap
 - 5.14. Agile Backlogs
 - 5.15. Wireframes
 - 5.16. Agile Themes
 - 5.17. Epic and User stories
 - 5.18. Features
 - 5.19. Test first Development/ Test-Driven Development
 - 5.20. Definition of Done
 - 5.2. Agile Estimation
 - 5.21. Affinity Estimating
 - 5.22. Relative Sizing
 - 5.23. Planning Poker
 - 5.24. Ideal Time
 - 5.3. Agile Release Planning
 - 5.4. Story Mapping
 - 5.5. Agile Retrospectives
6. Day 1 Q&A

Day 2

1. Agile Project Execution
 - 1.1. Agile Backlogs
 - 1.2. Key Agile Metrics
 - 1.3. Information Radiators
2. User Stories
 - 2.1. Why User Stories?
 - 2.2. Why Writes User Stories?
 - 2.3. Why the Customer Team?
 - 2.4. Story Cards
 - 2.5. User Story Components
 - 2.6. Estimating User Stories
3. Value Stream Maps
 - 3.1. Basic Concepts
 - 3.2. Visual Workflow
 - 3.3. Value Stream Metrics
 - 3.4. Develop Value Stream Map
4. Kanban Board & Value Stream Map Exercise
5. Final Q&A / Closeout

*An additional 1-3 days is available to include a deeper dive into more Agile fundamental topics as well an option for a hands-on experience for attendees

[To view upcoming training dates visit
https://refinem.com/agile-fundamentals-public/](https://refinem.com/agile-fundamentals-public/)

[Contact us about future dates or to arrange for this training to be delivered in your organization or city.](#)



First Steps Towards Agility

Standard Duration:

2 Days

PDUs

14 PDUs / SEUs / Contact Hours per day
(Business Acumen: 7, Power Skills: 0, Ways of Working: 7)

Description

Both traditional (Waterfall) methodology and Agile methodology have pros and cons and can be effective ways to structure a project. For teams that are not practicing Agile, there are still Agile practices that can benefit them. Daily standups, retrospectives, and many other key Agile practices and ceremonies can benefit even a Waterfall team.

For many, the most arduous part of transitioning to Agile in a waterfall environment happens at the beginning—in the uncertainty of how to put the initiative into motion. In this course, strategies and best practices to begin incorporating Agile practices are revealed. Real-world experiences working with existing project teams to begin incorporating Agile practices and ceremonies are shared. By initiating practices, teams start to understand Agile principles and mindset and become better prepared to take the next steps on their Agile journey. Specific Agile practices, and how to adapt each one to a traditional environment, are covered.

Who Should Attend

- Project/program managers, PMO leaders, and project team members who have been managing/leading projects and are looking for agile techniques to strengthen their project management and improve their teams' outcomes.
- Organizations looking to become more agile.

Course Objectives

After completing the course, you will be able to:

- Develop a strategy to introduce Agile in your organization.
- Understand the first steps to take toward becoming Agile.
- Learn Agile practices that can be utilized by a Waterfall team.

Industry

All industries such as IT, software development, etc.

[To view upcoming training dates visit
https://refinem.com/first-steps-toward-agility/](https://refinem.com/first-steps-toward-agility/)

[Contact us about future dates or to arrange for this training to be delivered in your organization or city.](#)



First Steps Towards Agility

Standard Training Agenda

Day 1

1. Introductions
2. Getting Started
3. Benefits of Agility
4. Agile Concepts: Values, Principles and Practices
5. Agile Methodologies
6. Agile Planning & Execution
7. Summary / Q&A

Day 2

1. First Steps Toward Agility: Incorporating Agile Practices in a Waterfall Environment
2. Deep Dive for Top 10 Agile Practices
 - 2.1. Maintaining a Backlog
 - 2.2. Progressive Elaboration
 - 2.3. Smaller Iterations
 - 2.4. Daily Standups
 - 2.5. Frequent Reviews / Demos
 - 2.6. Retrospectives
 - 2.7. Wireframes for UI Design
 - 2.8. Kanban Boards
 - 2.9. Limiting WIP
 - 2.10. Frequent Customer Involvement
3. Taking First Steps
4. Agile Tools
5. Summary / Final Q&A

[To view upcoming training dates visit
https://refinem.com/first-steps-toward-agility/](https://refinem.com/first-steps-toward-agility/)

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Agile for Non-IT

Standard Duration:

2 Days

PDU's

7 PDU's / SEUs / Contact Hours per day (Business Acumen: 2, Power Skills: 2, Ways of Working: 3)

Description

Did you know that you can achieve 15-40% efficiency gains and cost savings in 4-8 weeks using Lean/Agile? And that most of the time, these gains also lead to generating additional revenue?

Agile methods originated in software development, but Lean/Agile methods are highly applicable outside of an IT context. In this presentation, you will learn about process flows and optimization from a non-IT standpoint that you can apply to whatever field you're in. We will explore concepts such as value stream mapping, WIP limits, Kanban boards, and Agile methodologies. You and your team will identify areas and themes of improvement, organize them into themes, visualize the current process, and build a Kanban board to identify opportunities for immediate improvement. You will leave the course with the ability to optimize and improve upon critical processes demonstrated by key metrics. By implementing Lean/Agile training and process improvement, you could increase business efficiency by as much as 15-40% within 4-8 weeks.

Who Should Attend

- Process owners and leadership team members
- Team members who play a role in a technical, business or operational process, business analysts, and application architects.

Course Objectives

After completing the course, you will be able to:

- Optimize workflows for key non-IT processes using value stream mapping (VSM).
- Use Kanban boards to find process bottlenecks, resolve them quickly and improve the flow.
- Start continuous improvement of key processes using Lean/Agile practices.

Industry

All industries such as finance, healthcare, etc.

[Contact us about future dates or to arrange for this training to be delivered in your organization or city.](#)

Agile for Non-IT

Standard Training Agenda

Day 1

1. Introductions
2. Getting Started
3. Agile Concepts: Value, Principles and Practices, Methodology
4. Why is Kanban Good for non-IT contexts?
5. Lean/Agile Tools for non-IT
6. Value Stream Mapping (VSM)
7. Kanban Board
8. Daily Standups
9. Retrospectives
10. Lean/Agile Metrics
11. Retrospective for Day 1
12. Q&A

Day 2

1. Setting Up Teams/Groups
2. Applying Lean/Agile (hands-on)
3. Identify Your Value Streams
4. Develop Your VSMs (1-2/team)
5. Develop Kanban Boards for Your VSMs (1-2/team)
6. Develop Customer-Focused Kanban Plans (2-4/team)
7. Operationalize Lean/Kanban
8. Kanban Tools
9. Retrospective for Day 2/Overall
10. Q&A

[Contact us about future dates or to arrange for this training to be delivered in your organization or city.](#)



Agile-Certified Practitioner (PMI-ACP®) Exam Prep Course

Standard Duration:

3 Days

PDU's

21 PDUs (Business Acumen: 2, Power Skills: 2, Ways of Working: 17)

Description

RefineM's Agile Certified Practitioner (PMI-ACP)® Exam Prep Course includes the key skills and knowledge areas of Agile to help you prepare for the exam. By the time you leave this course, you will be better prepared to take the PMI-ACP® exam and to utilize Agile principles, tools and techniques. You will have the resources to pass the exam and continue your Agile journey.

This course is also useful if you want to learn about Agile methodologies, even if you are not planning to take the PMI-ACP® exam. The course covers Agile concepts such as Scrum, XP and Kanban, and includes a number of individual/group exercises to reinforce concepts.

Who Should Attend

- This course is primarily designed for anyone who is planning to get PMI-ACP certification.
- The course will also help those looking for a deeper understanding of agile methodologies.

Course Objectives

After completing the course, you will be able to:

- Develop better/increased understanding of Agile Fundamentals.
- Have a better understanding of the PMI-ACP exam course material and topics.
- Know tips and tricks for passing the PMI-ACP exam.

Industry

All industries such as IT, software development, etc.

[To view upcoming training dates visit](https://refinem.com/training/)
<https://refinem.com/pmi-acp-exam-prep-course-public/>

[Contact us about future dates or to arrange for this training to be delivered in your organization or city](#)

Agile-Certified Practitioner (PMI-ACP®) Exam Prep Course

Standard Training Agenda

Day 1

1. Introductions
2. Agile Concepts
 - 2.1. Manifesto for Agile Software
 - 2.2. Development
 - 2.3. Agile Principles
 - 2.4. Challenges in Agile Adoption
3. Agile Methodologies
 - 3.1. Scrum
 - 3.2. XP (Extreme Programming)
 - 3.3. Lean
 - 3.4. Kanban
 - 3.5. Other Agile Methodologies
4. Agile Teams
 - 4.1. Self-Organizing Teams
 - 4.2. Team Size, Selection, & Participation
 - 4.3. Colocation
 - 4.4. Empowered Teams
5. Agile Planning & Estimation
 - 5.5. Stakeholder Analysis
 - 5.6. Agile Planning
 - 5.7. Agile Estimation
 - 5.8. Agile Release Planning

Day 2

1. Agile Project Execution
 - 1.1. Agile Backlogs (Product Release Backlog & Iteration Backlogs)
 - 1.2. Agile Metrics (Velocity, Cycle time, Burn Rate, Escaped Defects etc.)
 - 1.3. Information Radiators
2. User Stories
 - 2.1. User Story Definition
 - 2.2. User Story Format
 - 2.3. Stories, Epics, and Themes
 - 2.4. Who Writes Them and Why
 - 2.5. Story Points
3. Writing User Stories
 - 3.1. The INVEST Model
 - 3.2. Other Guidelines
4. Gathering Information for User Stories
 - 4.1. User Interviews
 - 4.2. Questionnaires
 - 4.3. Observation
 - 4.4. Story-Writing Workshops
5. Estimating User Stories
 - 5.1. Estimating Overview
 - 5.2. Planning Poker
 - 5.3. Poker Exercise
6. Planning Sprints with User Stories
 - 6.1. Spring Planning Meetings
 - 6.2. Planning Meeting Artifacts
7. Last and Lasting Thoughts
 - 7.1. Is Agile a Silver Bullet?
 - 7.2. Most Suitable Candidates for Agile
 - 7.3. Agile/Scrum Steps
 - 7.4. Agile Tools

Day 3

1. About the PMI-ACP Exam
 1. About the Exam & Eligibility Criteria
2. Additional PMI-ACP Exam Topics
 - 2.1. Project Justification
 - 2.2. Value-Stream Mapping
 - 2.3. Problem Detection
 - 2.4. Continuous Improvement
 - 2.5. Agile Contracts
3. Tips and Tricks for Passing the Exam
 - 3.1. Tips for Study Plan
 - 3.2. Tips for the Exam
4. Full Length Practice Test
5. Review and Final Q&A

[To view upcoming training dates visit](#)

<https://refinem.com/pmi-acp-exam-prep-course-public/>

[Contact us about future dates or to arrange for this training to be delivered in your organization or city](#)



Business Requirements for Agile Projects

Standard Duration:

1 Day

PDU's

7 PDUs / SEUs / Contact Hours per day (Business Acumen: 0, Power Skills: 0, Ways of Working: 7)

Description

Requirements are more susceptible to change in Agile projects. These requirements help in increasing customer satisfaction by responding to their needs quickly but they can also present many challenges like breaking larger requirements (EPICs) into smaller chunks (User Stories) and still keeping them meaningful to the customer and deployable by the team, grooming them in time for development team to consume and more.

In RefineM's course, attendees will learn how to effectively gather business requirements on Agile projects. They will be exposed to techniques including brainstorming, focus group techniques, and many other. They will leave the course ready to gather business requirements for Agile projects.

Who Should Attend

- This course is ideal for project/program managers, Product Owners, business analysts, and
- Anyone else who is looking for ways to strengthen business requirements gathering techniques and improve project delivery outcomes.

Course Objectives

After completing the course, you will be able to:

- Clearly understand differences in gathering business requirements for Agile vs. Conventional/ Waterfall projects.
- Learn key techniques to gather business requirements, including grooming.
- Start gathering business requirements on their own projects right away.

Industry

All industries such as IT, software development, etc.

[To view upcoming training dates visit](#)

<https://refinem.com/business-requirements-gathering-agile-projects-public-course/>

[Contact us about future dates or to arrange for this training to be delivered in your organization or city](#)

Business Requirements for Agile Projects

Standard Training Agenda

One-day Training

1. Introductions and Expectations
2. Business Requirements Gathering for Agile Projects
 - 2.1. Agile Overview
 - 2.11. Manifesto for Agile Software Development
 - 2.12. Agile Twelve Principles
 - 2.2. Requirements: Agile vs. Waterfall
 - 2.21. Waterfall Requirements Gathering: Pros and Cons
 - 2.22. Agile Requirements Gathering: Pros and Cons
 - 2.3. Product Backlog
 - 2.4. Forms of Agile Business Requirements
 - 2.41. User Stories
 - 2.42. Epics
 - 2.43. More Tips
 - 2.5. Backlog Grooming
 - 2.51. Backlog Grooming / Refinement Steps
 - 2.52. Value Stream Map for Grooming
 - 2.53. Course-Grained vs. Fine-Grained
 - 2.54. Backlog Grooming Best Practices
 - 2.55. Importance of Breaking Down User Stories
 - 2.56. Patterns of Breaking Down User Stories
 - 2.57. User Story Breakdown Example
 - 2.6. Techniques for Agile Requirements Gathering
 - 2.61. Brainstorming
 - 2.62. Wireframes
 - 2.63. Interviews
 - 2.64. Questionnaires
 - 2.65. Observation
 - 2.66. Story-Writing Workshops
 - 2.7. BA's Role in Agile Requirements
 - 2.71. BA's Role in Agile
 - 2.72. Traditional vs. Agile BA
3. Final Q&A

[To view upcoming training dates visit](#)

<https://refinem.com/business-requirements-gathering-agile-projects-public-course/>

[Contact us about future dates or to arrange for this training to be delivered in your organization or city](#)



Agile for Waterfall and Operational Work

Standard Duration:

1 Day

PDU's

7 PDUs / SEUs / Contact Hours per day (Business Acumen: 2, Power Skills: 2, Ways of Working: 3)

Description

Despite its beginnings in software development, in reality, Agile is industry-agnostic. It can be used in any industry including healthcare, manufacturing, supply chain, travel, education and more.

Irrespective of whether you are working on projects or are involved in operations, you can benefit from Agile practices in both scenarios. If implemented correctly, a few Agile practices can help you increase your project and operational efficiency by 15-40% in just 4-8 weeks.

In this course, attendees will learn multiple Agile practices such as backlog management, daily standups, retrospectives, visualizing work using Kanban boards, limiting work in progress, and more. They will explore how these practices can be implemented in their environment, regardless of what industry they are in. The instructor will share the real-world experiences to allow attendees to relate to their current projects and/or operational work.

Who Should Attend

- People in leadership or management roles, such as project leads, project managers, program managers, operations managers, product managers, sales managers, and HR managers looking to improve efficiency in project delivery and/or operations.
- Anyone who is looking for ways to implement Agile without making significant organizational changes and allocating a lot of additional budget and resources.

Course Objectives

After completing the course, you will be able to:

- Have a better understanding of 8-10 key Agile practices that can be applied in any environment.
- Get clear ideas to start implementing some of these practices right away.
- Learn how to demonstrate improvements in project delivery and/or operational efficiency.

Industry

All industries such as IT, healthcare, construction, etc.

[To view upcoming training dates visit](https://refinem.com/agile-for-waterfall-and-operational-work/)

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Agile for Waterfall and Operational Work

Standard Training Agenda

One-day Training

1. Introductions and Expectations
2. What is Agile?
 - 2.1. What is Agile
 - 2.2. What Agile is Not
 - 2.3. Greatest Benefits of Agile
 - 2.4. Agile Manifesto
 - 2.5. The 12 Principles of Agile
 - 2.6. Agile Practices
3. Agile Methodologies
 - 3.1. Scrum
 - 3.2. XP - Extreme Programming
 - 3.3. Lean
 - 3.4. Kanban
 - 3.5. Hybrid Methodology
4. Agile Practices for any Environment
 - 4.1. Maintaining a Backlog / Prioritized Requirements
 - 4.2. Small Iterations
 - 4.3. Daily Standups
 - 4.4. Retrospectives
 - 4.5. Frequent Review / Demos
 - 4.6. Visualizing Work through Kanban Board(s)
 - 4.7. Limiting Work in Progress (WIP)
 - 4.8. Customer Involvement throughout the Project
5. Exercises and Q&A Throughout the Course

[To view upcoming training dates visit](#)

<https://refinem.com/agile-for-waterfall-and-operational-work/>

[Contact us about future dates or to arrange for this training to be delivered in your organization or city](#)



Backlog Grooming for Agile Requirements

Standard Duration:

1 Day

PDU's

7 PDUs / SEUs / Contact Hours per day (Business Acumen: 0, Power Skills: 2, Ways of Working: 5)

Description

Have you or your Agile teams had trouble refining requirements on an Agile project? Are your teams struggling with user stories and tasks that are too large for them to handle well? If so, you and your teams need more guidance to implement backlog / user story grooming.

Backlog grooming is a step-by-step process of taking high-level (“coarse-grained”) requirements and refining them to lower-level user stories and tasks (“fine-grained”) that are ready to put into a sprint. Backlog grooming is typically a product owner role that requires skill in prioritizing requirements and breaking down requirements with the help of the customer and development team.

In this course, attendees will learn how to work the process to achieve fine-grained requirements that are ready just in time. The key to success is leveraging tools and techniques as well as the expertise of your team to refine requirements iteratively.

Who Should Attend

- This course is ideal for project/program managers and
- Business analysts who are looking for ways to strengthen business requirements gathering techniques and improve project delivery outcomes.

Course Objectives

- Explain how backlog grooming works.
- Understand the difference between coarse-grained and fine-grained requirements.
- Start grooming backlogs on their projects right away.

Industry

All industries such as IT, software development, etc.

[To view upcoming training dates visit](#)

<https://refinem.com/backlog-grooming-for-agile-requirements/>

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Backlog Grooming for Agile Requirements

Standard Training Agenda

One-day Training

1. Introductions and Expectations
2. Agile Concepts / Recap
 - 2.1. Waterfall/Predictive Life Cycle Pros and Cons
 - 2.2. Agile: A New Way of Developing Software
 - 2.3. Agile Contracts
 - 2.4. Manifesto for Agile Software Development
 - 2.5. The 12 Principles of Agile
 - 2.6. Scrum
 - 2.7. XP Extreme Programming
 - 2.8. Lean
 - 2.9. Kanban
3. Backlog Grooming for Agile Requirements
 - 3.1. Requirements Gathering in Agile vs. Waterfall
 - 3.2. Forms of Agile Business Requirements
 - 3.3. Techniques for Agile Business Requirements
 - 3.4. Role of BA in Agile vs. Waterfall
 - 3.5. Backlog Grooming Best Practices
4. Summary / Q&A

[To view upcoming training dates visit
https://refinem.com/backlog-grooming-for-agile-requirements/](https://refinem.com/backlog-grooming-for-agile-requirements/)

[Contact us about future dates or to arrange for this training to be delivered in your organization or city](#)

Leadership



Agile Leadership

Standard Duration:

1 Day

PDU's

7 PDUs / SEUs / Contact Hours per day (Business Acumen: 0, Power Skills: 7, Ways of Working: 0)

Description

What does leadership look like in an Agile environment? How should project managers new to Agile or used to Waterfall adjust their leadership style for Agile success? These questions will be answered in this presentation.

Whether you lead a project utilizing Scrum, Kanban, or another flavor of Agile, you need to exemplify the mindset laid out by the Agile Manifesto and Twelve Principles in order to set a strong foundation for success on your Agile teams. Through this presentation, you will learn key leadership principles such as servant leadership, welcoming change, and creating a culture of transparency. Attendees will walk away prepared to become effective Agile leaders.

Who Should Attend

- This course is ideal for anyone on an Agile team
- Anyone interested in leading Agile in their organization

Course Objectives

After completing the course, attendees will be able to:

- Understand and apply Agile principles and mindset.
- Apply techniques to help Agile teams become self-managing, empowered teams.
- Drive Agile transformation in their organization.

Industry

All industries such as IT, software development, etc.

[To view upcoming training dates visit
https://refinem.com/agile-leadership-course/](https://refinem.com/agile-leadership-course/)

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Agile Leadership

Standard Training Agenda

One-day Training

1. Introductions and Expectations
2. Overview of Leadership
 - 2.1. Who is a Leader?
 - 2.2. Who is a Manager?
 - 2.3. Emotional Intelligence
3. Overview of Agile Concepts
 - 3.1. Agile Manifesto
 - 3.2. Twelve Agile Principles
 - 3.3. Agile Mindset
4. Agile Leadership
 - 4.1. Agile Leadership Context
 - 4.2. Making Customer Satisfaction as #1 Priority
 - 4.3. Developing Agile Prioritization
 - 4.4. Leading with Agile Prioritization
 - 4.5. Creating Self-Managed Empowered Teams
 - 4.6. Creating a Safe Environment
 - 4.7. managing Work, Not People
 - 4.8. Welcoming Changes
 - 4.9. Fostering a Culture of Transparency
 - 4.10. Cultivating Servant Leadership
5. Summary/ Q&A

[To view upcoming training dates visit
https://refinem.com/agile-leadership-course/](https://refinem.com/agile-leadership-course/)

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Leadership Skills for Project Managers

Standard Duration:

1 day

PDU's

7 PDUs / SEUs / Contact Hours per day (Business Acumen: 0, Power Skills: 7, Ways of Working: 0)

Description

What is leadership, and how can managers become more effective leaders? These questions, and more, will be answered during this course.

In this course, attendees will learn key differences between management and leadership to discover what a leader truly does. They will learn how emotional intelligence (EI) factors into effective leadership and how to develop EI competency. Attendees will learn about six fundamental leadership styles and will examine their own leadership styles. Through interactive group and individual exercises, attendees will learn and develop key leadership skills, including communicating effectively, bringing clarity to a team, inspiring and motivating, building relationships, and coaching. Attendees will leave the course ready to become more effective leaders, not just on their project teams, but in their personal lives as well.

Who Should Attend

- This course is ideal for project managers and managers who want to develop/expand their leadership capability to fast track their careers.
- Anyone who wants to develop their leadership skills

Course Objectives

After completing the course, you will be able to:

- Understand and explain fundamental differences between leadership and management.
- Understand different leadership styles and choose leadership style(s) that fit your personality and the needs of your team.
- Understand key leadership skills and how to develop them for leadership success.

Industry

All industries such as IT, healthcare, construction, etc.

[To view upcoming training dates visit](#)

<https://refinem.com/leadership-skills-for-managers-public/>

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Leadership Skills for Project Managers

Standard Training Agenda

One-day Training

1. Introduction
2. What is Leadership
 - 2.1. Definitions of Leadership
 - 2.2. What Do Leaders Do?
3. Management vs. Leadership
 - 3.1. Managing vs. Leading
 - 3.2. Complexity vs. Change
 - 3.3. Planning vs. Setting Direction
 - 3.4. Organizing vs. Aligning
 - 3.5. Problem Solving vs. Inspiring
4. Emotional Intelligence (EI) and Leadership
 - 4.1. What is Emotional Intelligence?
 - 4.2. How Does it Affect Leadership?
 - 4.3. Improving Emotional Intelligence
5. Leadership Styles
 - 5.1. Overview
 - 5.2. Six Leadership Styles
 - 5.21. Coercive
 - 5.22. Authoritative
 - 5.23. Affiliative
 - 5.24. Democratic
 - 5.25. Pacesetter
 - 5.26. Coaching
6. Key Leadership Skills
 - 6.1. Top Five
 - 6.11. Developing Clarity
 - 6.12. Inspiring/Motivating
 - 6.13. Effective Communication
 - 6.14. Relationship Building
 - 6.15. Developing Others
7. Exercises and Q&A Throughout the Course

[To view upcoming training dates visit](#)

<https://refinem.com/leadership-skills-for-managers-public/>

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Critical Thinking and Problem Solving

Standard Duration:

1 day

PDU's

7 PDUs / SEUs / Contact Hours per day (Business Acumen: 0, Power Skills: 7, Ways of Working: 0)

Description

In the bustling landscape of today's workplace, the ability to think critically is of the utmost importance. The course begins with a foundational understanding of the 'why' behind our focus, followed by an exploration of critical thinking principles. Then attendees will delve into its application in various workplace scenarios, With a focus on practicality, the course will equip participants with essential problem-solving techniques, guiding them through each step from problem identification to decision evaluation. Throughout the course, interactive exercises and Q&A fosters a dynamic learning environment for real-life business application.

Who Should Attend

- This course is ideal for project managers and managers who want to develop/expand their leadership capability to fast track their careers.
- Anyone who wants to develop their critical thinking skills.

Course Objectives

After completing the course, you will be able to:

- Develop a clear understanding of the principles and significance of critical thinking.
- Draw from a toolkit of best practices to effectively apply critical thinking skills in decision making processes.
- Confidently tackle complex challenges within professional environments.

Industry

All industries such as IT, healthcare, construction, etc.

[To view upcoming training dates visit
https://refinem.com/leadership-skills-for-managers-public/](https://refinem.com/leadership-skills-for-managers-public/)

[Contact us about future dates or to arrange for this training to be delivered in your organization or city](#)

Critical Thinking and Problem Solving

Standard Training Agenda

One-day Training

1. Introduction
 - 1.1. What is the “why” for us today?
 - 1.2. What will we cover today?
 - 1.3. What is Critical Thinking?
2. Critical Thinking in the Workplace
 - 2.1. Where Can You Use Critical Thinking?
 - 2.2. Best Practices for Using Critical Thinking in the Workplace
 - 2.2.1. Active Listening
 - 2.2.2. Emotional Intelligence
 - 2.2.3. Validating Information
 - 2.3. Overcoming Cognitive Distortions
 - 2.4. Making Decisions Using Critical Thinking Steps
3. Problem Solving
 - 3.1. Identify the Problem
 - 3.2. Do Research
 - 3.4. Confirm Validity of Sources
 - 3.5. Ask Questions
 - 3.6. Identify Possible Solutions
 - 3.7. Evaluate the Decision
4. Recommendations / Conclusion
5. Exercises and Q&A Throughout the Course

[To view upcoming training dates visit
https://refinem.com/training/customized-training/](https://refinem.com/training/customized-training/)

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Data Analytics



Dashboard in a Day with PowerBI

Standard Duration:

1 Day

PDU

7 PDUs / SEUs / Contact Hours per day
(Business Acumen: 0, Power Skills: 0, Ways of Working: 7)

Description

This 1-day hands-on workshop covers all the capabilities of PowerBI to solve business problems and improve operations. Our hands-on approach helps you arrive at your goals faster, with more confidence, and at your own pace.

Learn how to share dashboards with your team and business partners and publish them to the web, connect to, import, and transform data from a variety of sources.

Who Should Attend

- This workshop is ideal for anyone passionate to learn and enhance their skills in data analytics.
- Anyone who want to learn and/or strengthen their PowerBI skills

Course Objectives

After completing the course, you will be able to:

- Understand fundamentals of Data Analytics.
- Define business rules and KPIs.
- Explore data with powerful visualization tools and build reports with PowerBI.

Industry

All industries such as IT, software development, etc.

[To view upcoming training dates visit
https://refinem.com/dashboard-in-a-day-powerbi/](https://refinem.com/dashboard-in-a-day-powerbi/)

[Contact us about future dates or to arrange for this training to be delivered in your organization or city](#)



Dashboard in a Day with PowerBI

Standard Training Agenda

One-day Training

1. Introduction to PowerBI
 - 1.1 PowerBI Demo
1. Import Data into PowerBI
2. Explore PowerBI Desktop
3. Building Reports in PowerBI
4. Exploring Power Query
5. Data Modeling in PowerBI
6. Introduction to DAX in PowerBI
7. PowerBI Service
8. Sample Project: Finance Data Analysis
9. Q&A

Labs included in training:

1. Accessing & Preparing the Data
2. Data Modeling and Exploration
3. Visualizations
4. Publishing and accessing Reports (optional Power BI Service demo)
5. Building a Dashboard and Sharing

[To view upcoming training dates visit
https://refinem.com/dashboard-in-a-day-powerbi/](https://refinem.com/dashboard-in-a-day-powerbi/)

[Contact us about future dates or to arrange for this training to be delivered in your organization or city](#)



Data Analytics with PowerBI

Standard Duration:

4 Days

PDU's

28 PDUs / SEUs / Contact Hours per day
(Business Acumen: 0, Power Skills: 0, Ways of Working: 28)

Description

This 4-day workshop will help you to solve business problems and improve operations. You will master the development of dashboards from published reports, discover better insight from the data, and create practical recipes on the various tasks that you can do with Microsoft PowerBI.

Our hands-on approach helps you arrive at your goals faster, with more confidence, and at your own pace.

Who Should Attend

- This workshop is ideal for anyone passionate to learn and enhance skills in data analytics.
- Data analysts who are users of PowerBI and want to level-up their skills.

Course Objectives

After completing the course, you will be able to:

- Identify business problems that can be solved using PowerBI.
- Derive insight into key trends from the data.
- Develop dashboards using PowerBI.

Industry

All industries such as IT, software development, etc.

[To view upcoming training dates visit
https://refinem.com/data-analytics-with-powerbi/](https://refinem.com/data-analytics-with-powerbi/)

[Contact us about future dates or to arrange for this training to be delivered in your organization or city](#)



Data Analytics with PowerBI

Standard Training Agenda

Day One

1. Introduction to PowerBI
2. Import Data into PowerBI
3. Explore PowerBI Desktop

Day Two

1. Building Reports in PowerBI
2. Exploring Visualization in PowerBI
3. Exploring Power Query

Day Three

1. Data Modeling in PowerBI
2. DAX in PowerBI
3. Row Level Security in PowerBI
4. Advanced PowerBI Features

Day Four

1. PowerBI Service
2. Mobility in PowerBI
3. Sample Project: Supply Chain Data Analysis

[To view upcoming training dates visit
https://refinem.com/data-analytics-with-powerbi/](https://refinem.com/data-analytics-with-powerbi/)

[Contact us about future dates or to arrange for this training to be delivered in your organization or city.](#)