GTA Training and Education

Contractor Course Catalog

Introduction

The contractor catalog contains courses that state Contractors can enroll and complete.

- PMP Exam Prep
- IT Systems and Tools

To learn more information on any of these courses, please contact the Training and Education team via:

➢ [GTA Training and Education Website](#)

➢ [GTA Learning Center](#)

➢ GTATraining@gta.ga.gov

Customer Training and Education Courses

Course Title	Delivery	Cost per Person	Target Audience
GEMS	2 hours WBT	Free	SOG Project Managers, PM Contractors
PMP Exam Prep	4.5 days ILT	$250	Individuals seeking the PMP® credential

GEMS

Duration: 2 hours – Web Based Training

Cost: Free

Who is it for? The Georgia Enterprise Management Suite (GEMS) training is designed for State of Georgia employees who are Project Managers and PM Contractors.

What is it about? The application, Georgia Enterprise Management Suite (GEMS), provides insight into the health and status of in-flight projects through the ability to combine traditional, quantitative operational data with qualitative assessment data from multiple stakeholders. The benefits include:

- As a hosted, web-based application, GEMS can be accessed anywhere, anytime.
- All contributors – such as project management, team members and other key stakeholders – can offer their input about the status and health of the project.
- GEMS provide easier monthly reporting than the previous "dashboard" tool.
- Better analytical tools look at the entire range of project indicators.
- Improved visibility into the performance of projects, programs and portfolios is available throughout their entire lifecycle.

What will attendees get out of it?

- Gain a basic understanding of GEMS
- Understand questionnaires and how to respond to them
- Understand Project Proposal Management
- Understand Approved Project Office
- Understand Issue and Risk Management
- Conduct project health analysis

How to enroll:

➢ Log on to the GTA Learning Center□
➢ Navigate to the Web Based Training catalog
➢ Click on Systems and Tools
➢ Click on green plus sign to enroll in the GEMS Learning Plan to complete

PMP Exam Prep

Duration: 4.5 days Instructor Led Training

Cost: $250 – provided by GTA in collaboration with TenStep. Only those who have paid can get into the class. Payment is made via credit card to TenStep.

Who is it for? This course is suitable for Individuals seeking the PMP® credential

What is it about? This four and a half day *PMBOK® Guide* aligned course prepares you for the Project Management Professional (PMP®) examination and raises your project management skills to a more advanced level of performance.

How to register:
➢ Send an e-mail to epmo@gta.ga.gov requesting to register for the PMP Exam Prep
➢ Participants will receive instructions on how to register with TenStep
➢ TenStep informs the GTA Project Management Program administrator who has registered and paid for the course
➢ When payment is received course materials and confirmation is sent to the participant from the GTA Project Management Program administrator
➢ Register for the course via the GTA Learning Center and you are on your way to achieving your certification.