

# BUSINESS ADMINISTRATION – PROJECT MANAGEMENT PROGRAM (B126)

<b>PROGRAM NAME</b>	Business Administration – Project Management	<b>TUITION</b>	\$4,336.00 *
<b>COURSE CODE</b>	B126	<b>ADDITIONAL COST</b>	
<b>SCHOOL</b>	School of Management		
<b>CENTRE</b>	Business		
<b>LOCATION</b>	St. James Campus		
<b>DURATION</b>	3 years (6 semesters)		
<b>FIELD EDUCATION</b>	Field Education Course (Optional)		
<b>STARTING MONTH</b>	September, January		
<b>CREDENTIAL</b>	Ontario College Advanced Diploma		
<b>YEAR OF STUDY</b>	2019-2020		
<b>METHOD OF STUDY</b>	FT		
<b>APPLY TO</b>	Ontario Colleges <sup>1</sup>		

Students in the **Business Administration – Project Management** advanced diploma program will be prepared to manage project scope and change, project control, project staffing and risk management, provide motivation and goal setting, utilize project management tools and perform other functions in careers that incorporate project management or in stand-alone project manager positions. Graduates of this program will have demonstrated their knowledge, skills and abilities related to business in general and project management in particular.

This learning experience will enable graduates to demonstrate:

- Analysis of the impact of an organization's project management initiatives on its human resources, management, financial and business strategies, policies and practices
- Implementation of a project plan including making trade-offs among competing objectives and taking timely action to deal with problems and opportunities
- Application of accounting and financial knowledge to the management of projects
- Allocation of human resources required to manage project tasks using leadership and teamwork skills
- Working with teams and stakeholders effectively and in a professional manner, respecting differences

This Centre for Business<sup>3</sup> program is part of our School of Management.<sup>4</sup>



## FIELD EDUCATION OPTIONS

Employers have told us that they are more likely to hire a student with work experience than a student without experience. Field education gives you the real-life experience that employers demand.

In addition to on-the-job work experience, George Brown College endeavours to provide field education opportunities with real-world challenges and clients. Find out more about field education<sup>5</sup> at the Centre for Business<sup>6</sup>.

## THE INDUSTRY

George Brown College is recognized as a Global Registered Education Provider with the Project Management Institute<sup>7</sup> (PMI®). Graduates of any of the George Brown College courses listed on PMI's Registered Education Provider portal<sup>8</sup> will have satisfied the education requirements necessary to apply to the Project Management Institute (PMI®) for either the Certified Associate in Project Management (CAPM®) or the Project Management Professional (PMP®) certification.

PMI®, PMP®, and CAPM® are registered marks of the Project Management Institute, Inc.

## PROGRAM STANDARDS AND LEARNING OUTCOMES

The graduate has reliably demonstrated the ability to:

1. Evaluate the impact of global issues on an organization's business opportunities by using an environmental scan.
2. Apply principles of corporate sustainability, corporate social responsibility and ethics to support an organization's business initiatives.
3. Assess and use current concepts/systems and technologies to support an organization's business initiatives.
4. Conduct and present research to support business decision making.
5. Plan, implement and evaluate projects by applying project management principles.
6. Perform work in compliance with relevant statutes, regulations and business practices.
7. Apply human resource practices to support management objectives and the organization's goals.
8. Use accounting and financial principles to support the management and operations of an organization.
9. Assess marketing and sales concepts and strategies and apply them to the needs of an organization.
10. Outline principles of supply chain management and operations management and assess their impact on the operations of an organization.
11. Participate in the development of a business plan.
12. Develop strategies for ongoing personal and professional development to enhance work performance in the business field.
13. Outline strategies used to manage risks in an organization's business activities.

## REQUIRED COURSES

In order to graduate from the **B126 program**, you need to complete **36 courses**: **28** Mandatory courses, **5** Business Electives and **3** General Education Electives.

Depending on the results of your placement tests, you may be required to take COMM 1003 (English Skills) or CESL 1003 (English Skills-ESL) before progressing to COMM 1007. Similarly, you may be required to take MATH1027 (Business Math with Remediation) before progressing to MATH 1008. COMM1003/CESL 1003 and MATH 1027 do not count towards the 36 courses required for graduation, and you will be charged for these extra courses. Please speak to the Business Office staff if you need any assistance.

**General Education Courses (Semester Three, Four and Five):** You must complete **4** General Education courses. **1** mandatory ("Successful Social Relations" - GHUM 1087) and **3** chosen from at least **2** of the following categories: Social Sciences (GSSC), Arts and Humanities (GHUM) or Science and Technology (GSCI).

**You are required to make up any failed or dropped courses before you are eligible to graduate.** You can make up these classes during the day, and some are offered in the evening through Continuing Education.

Please check with the Business Office staff to ensure that the Continuing Education courses are equivalent to what is taught in the full-time program. Please note that some courses may not be offered in every semester. Our staff can assist you in any special timetable requirements you may have.

### SEMESTER 1

Code	Courses	Pre-requisite
BUS 1038	Business Concepts I	NONE
COMM 1007	College English	NONE
COMP 1010	Business Computer Applications I	NONE
HRM 1008	Fundamentals of HR Management	NONE
MARK 1020	Principles of Marketing I	NONE
MATH 1008	Math for Business & Management I	NONE

### SEMESTER 2

Code	Courses	Pre-requisite
ACCT 1036	Principles of Accounting	NONE
BUS 1040	Project Management	NONE
COMM 1034	Professional Communications I	COMM 1007
COMP 1115	Business Computer Applications II	COMP 1010
MATH 1095	Math for Business & Management II	MATH 1008
PSY 1129	Organizational Behaviour	NONE

### SEMESTER 3

Code	Courses	Pre-requisite
ECON 1032	Macroeconomics	NONE
MGMT 4009	Operations Management	MATH 1095
MGMT 2044	Scope and Quality Management	BUS 1040 & COMP 1115
STAT 1012	Business Statistics	MATH 1095
GHUM 1087	Successful Social Relations	NONE

**Select One General Education Elective**

## SEMESTER 4

Code	Courses	Pre-requisite
ACCT 2031	Managerial Accounting	ACCT 1036
BUS 1055	Logistics & Supply Chain Management	MGMT 4009 & COMP 1115
MGMT 1018	International Business	MARK 1020
MGMT 2047	Schedule and Cost Management	BUS 1040 & COMP 1115
STS 1037	Career Planning & Development	NONE
<b>Select One General Education Elective</b>		

## SEMESTER 5

Code	Courses	Pre-requisite
MARK 1002	Professional Selling	MARK 1020
MGMT 1020	Management Decision Making	MGMT 4009 & ACCT 2031
MGMT 2032	Advanced Project Management Tools	MGMT 2044 & MGMT 2047
BUS 1041	Small Business Management	BUS 1038
BUS 1044	Business Law	NONE
<b>Select One General Education Elective</b>		

## SEMESTER 6

Code	Courses	Pre-requisite
MGMT 3006	Strategic Analysis	MGMT 1020 & COMM 1034
MGMT 3031	Project Management Case Studies	MGMT 2026 & MGMT 2032
MGMT 2026	The Successful Project Manager	BUS 1040
<b>Select Three Business Electives</b>		

Electives List of General Education Electives

## ELECTIVES

### BUSINESS ELECTIVES (SEMESTER FIVE AND SIX):

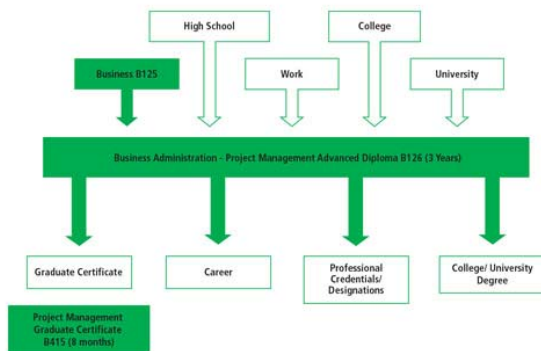
Code	Courses	Pre-requisite
CMMK 1114	Business Research & Report Writing	COMM 1034
CMMK 1127	The Business Media in Canada	COMM 1034
COMP 1113	Principles of E-Business I	COMP 1010
BUS 1067	Field Education	By Application Only- Applications available in SJC 103 & SJA 313A
MGMT 2037	Retail Management	MARK 2049
MGMT 2036	Customer Service	MARK 1020
MGMT 2045	Risk Management	MGMT 2026 & MGMT 2032
HRM 2027	Coaching for Effective Performance Management	HRM 1008
MGMT 3011	Real World Project Management	MGMT 2026, MGMT 2032, by interview only
BUS 3015	Applied Business Planning	MARK 1020, ACCT 2031, MATH 1008 & HRM 1008
MGMT 3014	Field Based Advanced Coaching	HRM 2027 and by interview only
MGMT 3015	Quality Improvement through Lean/Six Sigma	NONE

## YOUR CAREER

Graduates of this program will have demonstrated their knowledge, skills and abilities related to both business in general and project management in particular.

Potential positions may include:

- Assistant Project Manager
- Junior Project Manager/Coordinator
- Project Manager
- Project Coordinator
- Business Project Manager



## ADMISSION REQUIREMENTS

Applicants are selected on the basis of their academic achievement, including the required courses, and any other selection criteria outlined below.

- Ontario Secondary School Diploma or equivalent\*\*
- Grade 12 English (C or U)
- Grade 11 Math (M or U) or Grade 12 (C or U)

### \*\* MATURE STUDENT STATUS (19 YEARS OF AGE OR OLDER)

Mature Students may take the Admissions Assessment<sup>9</sup> for English and Math, OR may consider upgrading to achieve the credit(s) needed in English<sup>10</sup> and Math<sup>11</sup>.

Please note that George Brown is committed to ensuring that applicants will succeed in their program of choice and meeting the minimum requirements does not guarantee admission to the program. Applicants may be required to have grades higher than the minimum requirements stated.

## COURSE EXEMPTIONS

Some college and university credits may qualify you for exemptions. Please visit [georgebrown.ca/transferguide](http://georgebrown.ca/transferguide) for more information.

## ENGLISH LANGUAGE PROFICIENCY

Proficiency in English communications is necessary for success in this program.

Please visit [georgebrown.ca/englishproficiency](http://georgebrown.ca/englishproficiency) for more details

## INTERNATIONAL STUDENTS

Visit the International Admissions<sup>12</sup> page for more information.



"My time at George Brown College was better than I anticipated. Being a student of the Business Administration – Project Management program prepared me for the world of project management by teaching me the skills and knowledge needed to take on projects of any scope.

This program gave me the opportunity to work with upper level management here at George Brown through the Real World Project Management course and gave me an idea of what to expect in the working world. My professors were amazing. I especially enjoyed professors Derek Vigar and Costin Laurentiu's teaching methods, which helped me greatly in understanding how to successfully manage projects. What I love most about this field is that it is transferable, meaning that I can use my skills and knowledge in various industries as long as I know how that industry works. Returning to college to complete this program was the best decision I ever made and today I am reaping the benefits."

**Monique Tucker** (Graduate 2016, Business Administration – Project Management); Development Associate, Toronto General and Western Hospital Foundation



"Having a field placement with Toronto 2015 gave me the upper hand when the organization was hiring. Although I didn't have any full-time work experience when I started, the tools and concepts I learned at school were transferable to the projects here." *Hear more about*

*Aaman's experience at George Brown College's Centre for Business and learn how we connect students to industry during their studies by watching our video<sup>13</sup>.*

**Aaman Dudani** (Graduate 2013, Business Administration); Project Manager, Workplace Safety and Insurance Board (WSIB)

## CONTACT US

### DOMESTIC STUDENTS ADMISSIONS

For inquiries about domestic admission requirements, admission deadlines, or the admissions process, please contact the Admissions Office at [admissions@georgebrown.ca](mailto:admissions@georgebrown.ca) or visit the Admissions web page.

### INTERNATIONAL STUDENT ADMISSIONS

For inquiries about international admission requirements, permits and visas, accommodations, or anything specific to international students, please contact the International Centre at [International@georgebrown.ca](mailto:International@georgebrown.ca) or visit George Brown International.  
Phone: (416) 415-5000 ext. 2115

### FINANCIALS/FEEES

For inquiries about OSAP, Bursaries, Scholarships and other financial inquiries, please contact the Financial Aid Office at [FinAid@georgebrown.ca](mailto:FinAid@georgebrown.ca) or visit the Financial Aid web page.



## ENTRY ADVISING

For advice on the various program options and which program might be best suited for you, make an appointment to see an Entry Advisor. Please review these frequently asked questions or choose to book your appointment using the link provided.

1. **Book online:**  
Complete and submit the Client Intake Form
2. **Book by phone:**  
Entry Advisor: (416) 415-5000, Ext 2949 Toll Free:  
1-800-265-2002 TTY: 1-877-515-5559

## CENTRE FOR BUSINESS

For questions regarding programs at the Centre for Business or if you require more information, please do not hesitate to contact us. Our knowledgeable staff are available to assist you.

For general inquiries, please contact the Centre for Business:  
Email: [business@georgebrown.ca](mailto:business@georgebrown.ca) Phone: (416) 415-5000 ext. 2160

## INFORMATION SESSIONS

For program specific information and to meet faculty, sign up to attend an information session

## BUSINESS ADMINISTRATION – PROJECT MANAGEMENT (B126/156)

For inquiries related to this program (for example, course-specific information) please contact the Co-ordinator:

**Derek Vigar**, Program Co-ordinator  
**Email:** [dvigar@georgebrown.ca](mailto:dvigar@georgebrown.ca)  
**Elizabeth Speers**, Director, Centre for Business  
**Email:** [espeers@georgebrown.ca](mailto:espeers@georgebrown.ca)

## VISIT OUR CAMPUS

This program is offered out of our School of Management<sup>20</sup> and classes take place at our St. James Campus<sup>21</sup>, mainly at 200 King St. E.<sup>22</sup>, and 290 Adelaide St. E.<sup>23</sup>, Toronto, ON, Canada.

**On-campus information sessions** are held on a regular basis. Come and have your questions answered. Learn about the program content and career options, meet your friendly professors and staff, and experience what it is like to be in a George Brown College classroom. Sign up<sup>24</sup> for an upcoming session.

**Campus tours** are offered on a regular basis. Sign up<sup>25</sup> today! You can also check out our virtual tour<sup>26</sup>.

## LINKS REFERENCE

- <sup>1</sup><https://collegeapply.ontariocolleges.ca/?collegeCode=GBTC&programCode=B126&lang=en>
- <sup>2</sup><http://www.georgebrown.ca/international/futurestudents/tuitionfees/>
- <sup>3</sup><http://www.georgebrown.ca/business/>
- <sup>4</sup><http://www.georgebrown.ca/business/management/>
- <sup>5</sup>[http://www.georgebrown.ca/business/learning\\_environment/](http://www.georgebrown.ca/business/learning_environment/)
- <sup>6</sup><http://www.georgebrown.ca/business/>
- <sup>7</sup><https://www.pmi.org/>
- <sup>8</sup><https://ccrs.pmi.org/search/activities?SearchType=Activities&provider=4513>
- <sup>9</sup><http://www.georgebrown.ca/assessment/admi-pre/>
- <sup>10</sup><http://www.georgebrown.ca/upgrading-credits/english-diploma/>
- <sup>11</sup><http://www.georgebrown.ca/upgrading-credits/math-diploma/>
- <sup>12</sup><http://www.georgebrown.ca/international/futurestudents/applynow/>
- <sup>13</sup><https://www.youtube.com/watch?t=71&v=0EVXEqrFJNM>
- <sup>14</sup><http://www.georgebrown.ca/admissions/>
- <sup>15</sup><http://www.georgebrown.ca/international/>
- <sup>16</sup><http://www.georgebrown.ca/financialaid/>
- <sup>17</sup>[http://www.georgebrown.ca/entry\\_advising\\_faq.aspx](http://www.georgebrown.ca/entry_advising_faq.aspx)
- <sup>18</sup><http://www.georgebrown.ca/advising/contactform/>
- <sup>19</sup>[http://www.georgebrown.ca/info\\_sessions.aspx](http://www.georgebrown.ca/info_sessions.aspx)
- <sup>20</sup><http://www.georgebrown.ca/business/management/>
- <sup>21</sup><http://www.georgebrown.ca/campuses/st-james/>
- <sup>22</sup><https://www.google.com/maps/place/George+Brown+College/@43.650962,-79.3724126,17z/data=!3m1!4b1!4m5!3m4!1s0x0:0x2a2d39cb9b79ac42!8m2!3d43.650962!4d-79.3702239>
- <sup>23</sup><https://www.google.com/maps/place/George+Brown+College/@43.6519459,-79.3722555,17z/data=!3m1!4b1!4m5!3m4!1s0x0:0x975fd3a1900dc061!8m2!3d43.6519459!4d-79.3700668>
- <sup>24</sup>[http://www.georgebrown.ca/business\\_infosessions/](http://www.georgebrown.ca/business_infosessions/)
- <sup>25</sup>[http://www.georgebrown.ca/campus\\_tours/](http://www.georgebrown.ca/campus_tours/)
- <sup>26</sup><http://vt.georgebrown.ca/business>

*George Brown College is continually striving to improve its programs and their delivery. The information contained in this calendar is subject to change without notice. It should not be viewed as a representation, offer or warranty. Students are responsible for verifying George Brown College admission, graduation, and fee requirements as well as any requirements of outside institutions, industry associations, or other bodies that may award additional designations concurrently with, or after completion of, a George Brown College program.*