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COURSE LOCATIONS
ALL CLASSROOM COURSES ARE HELD ON THE UAH CAMPUS UNLESS OTHERWISE NOTED.
After registering, please refer to your confirmation letter for the location. A campus map is located on the inside back cover. A parking decal will be provided to you on the first day of the course.

5 EASY WAYS TO REGISTER:

Online
PCS.uah.edu

Phone
256.824.6010 or 800.448.4031
8:15 am – 5:00 pm (CST)
Monday – Friday

Fax
registration form to 256.824.6760

In Person
UAH, Wilson Hall, Room 103

Mail
registration form to: UAH PCS,
Wilson Hall, Room 103, Huntsville, AL 35899-0650

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UAH WILL BE CLOSED AND CLASSES WILL NOT MEET:
• DEC 23, 2016 – JAN 2, 2017
• JAN 16, 2017
• MAR 13 – 17, 2017
• MAY 29, 2017
• JUL 4, 2017
AEGIS COMBAT SYSTEM CERTIFICATE

Gain a comprehensive foundation in the history, deployment, and future of the Aegis Combat System (ACS). ACS was developed over the last fifty years as a multi-warfare system-of-systems, integrating sensors, command and control, weapons, electronic warfare, navigation, and more. With the Navy and MDA’s interest for a land-based alternative to Aegis afloat, accelerate your ability to understand and use naval vocabulary. Become familiar with the Aegis Combat and Weapon System elements.

Save $200 by taking the three course certificate series (call 256.824.6010) or take just one course. Participants must be a U.S. Citizen and provide verification of citizenship. See page 34 for details.

### Aegis Combat and Weapon Systems Overview

**J. Carter, 24 hrs, $1150**

**Online:** D2317017

Discover how Aegis systems have adapted to change, and enable our sailors to command the sea, control the littorals, project power ashore, and safeguard our troops from the growing threat of ballistic missiles. Navy terms, concepts, and key events in the Aegis Program are introduced. Gain a historical perspective that led to the initiation of Aegis.

**Key Takeaways:**
- Aegis Weapon System (AWS) Essentials
- Aegis Combat System (ACS) Fundamentals
- Aegis Ballistic Missile Defense (BMD) Essentials

### Aegis Combat Systems Engineering

**J. Parnell, 24 hrs, $1150**

**Online:** D2317003

Study the three systems engineering process phases: concept definition, design, and implementation. Examine how the SE process ensures that systems are developed to meet affordable, operationally effective, and timely mission objectives. Focus on engineering the weapon system including standard missile and Aegis Combat System integration.

### Aegis Ballistic Missile Defense

**J. Parnell, 32 hrs, $1350**

**Online:** D2317004

Naval sea engagements can be divided into three major functions: detect, control, engage. The central integrating element of the ACS is the Aegis Weapon System (AWS), the foundation for developing Aegis Ballistic Missile Defense (BMD). Understand how Aegis Combat System was upgraded to include the additional BMD mission while maintaining existing Aegis operational warfare capabilities.

**Key Takeaways:**
- System Functional Architecture
- AWS Element Modifications and Test & Evaluation
- Aegis BMD Technical Approach
- Aegis Weapon System Design Overview

“To properly manage and lead a global force of Aegis ships and to deliver new capabilities in a timely and affordable manner, UAH’s Aegis-specific systems engineering training will be very beneficial for our program office.”

— T. Druggan, Captain, U.S. Navy
Rotorcraft Systems Fundamentals
B. Marshall, 20 hrs, $1195
Online: D2317016
Customized Training: 256.824.4430

Understand the history, fundamental aerodynamics, and design considerations of rotorcraft systems. Explore how the increasing complexity of rotorcraft and their subsystems requires a rigorous systems engineering approach to developing, designing, delivering, and sustaining an affordable rotorcraft system. Learn how a rotorcraft’s ability to hover provides a unique capability to perform manned and unmanned missions requiring vertical takeoffs, landings, and maneuvering within a confined area.

What You Will Learn:
• Past, present, and future manned and unmanned rotorcraft
• Aerodynamics, performance, and flight maneuvers
• Functional, performance, design requirements, and considerations
• Subsystems, flight phenomena, and technology development

Prerequisite: Undergraduate degree in a technical field or equivalent experience.

Simulating Aircraft Motion in Six Degrees of Freedom
T. Burress, 14 hrs, $895
Customized Training: 256.824.4430

Explore the principle techniques in simulating motion of various aircraft at various fidelity levels including Six Degrees of Freedom (6 DoF). The ability to validly model motion is the cornerstone of a wide range of system design and operation projects. The course reviews basic aerodynamics, their relationship to equations of motion, and provides an orientation to their derivation. The course uses hands-on labs developing and experimenting with simulations of specific aircraft. The course uses a commercial software package to enable focus on the concepts without the distraction of developing software.

What You Will Learn:
• Coordinate frames
• Euler angles and rates
• Propagation of coordinate frames
• Quaternions and their propagation
• Actuators/control surfaces

Prerequisite: Undergraduate degree in engineering or a related field or equivalent experience.

Missile System Fundamentals
D. Gunther, 35 hrs, $1295
Online: D2317013
Customized Training: 256.824.4430

Learn a foundational vocabulary and working knowledge of missile systems, technologies, issues and problem-solving resources. Illustrate key concepts of requirements development, operations, and risk assessment. The course is designed for employees in government, program management and contractor offices seeking introductory or deeper practical knowledge.

What You Will Learn:
• History, operational environments, and applications
• Integration of key supporting disciplines
• Missile systems’ components, functions, and settings
• Technical, operational, and cost evaluation
• Trade-offs between technology reach, cost, and performance
• System performance assessment balance using combinations of analysis, simulation, and test
• The capabilities and limitations of missile technology

Prerequisite: Undergraduate degree in a technical field or equivalent experience. Participants must be a U.S. citizen and provide verification of citizenship. See page 34 for details.

NEW Principles of Unmanned Aerial Vehicles (UAVs)
B. Stiltner, 21 hrs, $895
Campus: Feb 21 – Mar 9, 2017 | T, Th | 5:00 – 8:30 pm | C2317010
Campus: Sep 12 – 14, 2017 | T – Th | 8:30 am – 4:30 pm | C2318005
Online: Coming Fall 2017

Expand your knowledge of Unmanned Aerial Vehicles, or UAVs. This course is designed for participants who want to know how UAVs and drone aircraft work. Attendees will be introduced to the concepts of fixed-wing (airplane) and rotary-wing (helicopter) flight principles, flight control, and major structural and electronic components of UAVs. The participants will also have hands-on exposure with radio-controlled (RC) aircraft to better illustrate some of the concepts learned in class. At the end of the course, attendees will be able to identify major components of any unmanned aircraft, be able to describe the functions of those components and how they work, and understand the unmanned aircraft industry jargon.

What You Will Learn:
• Flight: fixed-wing and rotary-wing aircraft
• Flight control: fixed-wing and rotary-wing aircraft
• Unmanned Aerial Vehicle jargon and buzzwords
• Autopilot information
• Avionics and common flight sensors onboard a UAV
• Ground station or ground flight computer
• Control actuators and servomotors
• Autonomous flight control and GPS waypoint navigation
• Different types of propulsion systems
• Current rules and regulations for UAV use (FAA)
• Future of UAVs
• Hands-on exposure with radio controlled (RC) aircraft

Prerequisite: Familiarity with mathematics and engineering is a plus, but not required.
Monte Carlo Simulation
M. Petty, 14 hrs, $895
Campus:
Jun 12 – 13, 2017 | M – T | 8:30 am – 4:30 pm | C2317016

Learn about Monte Carlo Simulation, an effective simulation method for probability distributions simulating nearly any kind of physical, financial, or organizational system. Monte Carlo simulation uses randomness, applied in a controlled manner, to explore the range and likelihoods of possible outcomes inherent in a scenario or system. There are two related types of Monte Carlo simulation. In the first, stochastically (randomly) varying initial conditions are input to a deterministic model, leading to stochastically varying results. In the second, fixed initial conditions are input to a stochastic model, again leading to stochastically varying results. In both types the randomness is generated using probability distributions selected and parameterized to model the actual variability present in the scenario or system being modeled. Both types of Monte Carlo simulation produce results that vary from run to run, so a Monte Carlo simulation study typically involves multiple runs whose results are analyzed statistically. Discover how Monte Carlo methods can be used to solve any problem having a probabilistic interpretation.

What You Will Learn:
• Definitions of two different types of Monte Carlo simulation
• Step-by-step procedures for each type
• Source and analysis of randomness in Monte Carlo simulation
• Implementation methods used in several increasingly sophisticated examples
• Application of basic experimental design to Monte Carlo simulation

Prerequisite: Recommendation of probability or statistics background and experience using MS Excel.

MODELING AND SIMULATION CERTIFICATE

Learn the benefits of using models and their simulation to improve engineering processes. Build a foundation in M&S to improve decision-making, product design, safety, and program efficiencies. Prerequisite: Undergraduate degree in a technical field or equivalent experience.

Save $400 by taking the four course certificate series (call 256.824.6010) or take just one course.

Fundamentals of Modeling and Simulation
M. Petty, 14 hrs, $895
Online: D2317010

Gain an introduction to fundamental M&S terminology and concepts. Review model types and modeling methods to understand how simulations work. Survey typical and emerging M&S applications. Study in depth three important M&S paradigms. Includes developing simple simulations.

Developing Simulations
R. Alexander, 14 hrs, $895
Online: D2317011

Explore the challenges of real-world simulation development and how to plan for large-scale projects. Explore modeling approaches including stochastic and physics-based modeling, and artificial intelligence. Delve into simulation techniques, engines, languages, and design features. Obtain hands-on experiences with simulations and developing simple models and simulations.

Simulation Verification, Validation, and Accreditation
M. Petty, 14 hrs, $895
Online: D2317012

A range of verification and validation (V&V) methods including informal, static, dynamic, and formal methods are described, and guidelines for selecting the best method for a given model are discussed. Specific procedures for performing important V&V methods and interpreting their results are explained.

Systems Analysis, Modeling, and Simulation
J. Little, 14 hrs, $895
Online: D2317009

Cover the analytical methods that, with tests, provide the basis for systems validation and verification processes and procedures. Build your skill base for development of systems models, integration of component models into a systems model, and model-based and hardware-in-the-loop simulation.

*Also a core course for the Systems Engineering Certificate.
NEW ROCKET PROPULSION CERTIFICATE

Sharpen your technical understanding of rocket propulsion from first principles to practical case studies. Learn from our subject matter experts the foundation of rocket propulsion and missile basics including the principles of conventional and advanced propulsion system operation. Identify items critical in the development, operation, and sustainment of propulsion systems. These courses provide a wealth of technical materials and case studies relevant to both propulsion engineers and project managers. Prerequisite: Undergraduate degree in a technical field or equivalent experience.

Save $500 by taking the three course certificate series (call 256.824.6010) or take just one course.

CHOOSE 3 OF THE 4 COURSES:

**Rocket Propulsion Fundamentals**
M. Benfield, 12 hrs, $895  
Online: D2317023

Gain a foundation in the complex factors that shape propulsion systems. Rocket propulsion theory and practical design considerations are the focus. Grasp the essentials of common aerospace propulsion systems including rockets, air-breathing, thermal, and electric. Solid, liquid, and hybrid propulsion system content provides the range of propulsion propellant types and their use considerations. Lectures combined with exercises reinforce learning.

**Advanced Solid Rocket Propulsion**
R. Frederick, 40 hrs, $1295  
Online: D2317027

Developed in 2007, a joint NASA and UAH industry initiative resulted in bringing the national subject matter experts in solid rocket propulsion to UAH to educate the next generation of solid rocket motor engineers. Take advantage of this opportunity to engage in an extensive review of solid rocket propulsion. You will learn from recognized specialists about rocket component design and propellant properties. Leave the course with information you can apply in your work.

**New Liquid Rocket Engineering**
S. Clafin/R. Frederick, 35 hrs, $1295  
Online: D2317022

Learn from recognized propulsion experts and practitioners, Scott Clafin and Dr. Robert Frederick. Participants will benefit from an overview of common liquid rocket engine power cycles, propellants, and components. The instructors will lead participants to an understanding of the function, operation, and design considerations of the individual components which comprise a liquid rocket engine such as turbopumps, thrust chambers, preburners, gas generators, igniters, and valves. Participants will be challenged to develop a preliminary design of a liquid rocket engine after learning enabling methodologies and analysis techniques.

**New Combustion Instability in Solid Rockets**
F. Blomshield/R. Frederick, 35 hrs, $1295  
Online: D2317024

Build an appreciation and understanding of solid rocket combustion instability from internationally recognized solid propulsion experts and practitioners, Dr. Frederick Blomshield and Dr. Robert Frederick. The instructors will guide participants through solid rocket combustion fundamentals. Participants learn background, empirical observations, and commonly performed computations. The class relies on real world motor data whenever possible to illustrate stability prediction methods, amplitude and frequency analysis, response function measurement techniques, and motor pulsing. Participants reinforce learning in practical case studies.

Key Takeaways:
- Understanding of basic mechanisms of combustion instability
- Examining case studies and past motors with instability and solutions
- Learning about methods of measuring and analyzing combustion instability
- Predicting performance and trends with practical algorithms
- Reducing program risks associated with combustion instability
- Acquiring a listing of key studies in this field
Principles of Radar, Sensors, and Tracking

R. Morris, 21 hrs, $1095
Campus:
Oct 10 – 26, 2017 | T, Th | 5:00 – 8:30 pm | C2318017
Online: D2317029

Develop a foundation with radar and aerospace applications. Radar design from the electromagnetic theory for the antenna, transmitter, receiver components, passive sensors (including IR), range measurement, angle estimation, and signal processing for detection will be reviewed. Explore optimal track filter design (Kalman Filter Theory) beginning with simple cases and moving towards combining data from multiple sensors. Realistic problems such as treatment of sensor bias, modeling errors, and tracking requirements imposed by discrimination will be reviewed. Examples from real radar tracking systems will be provided including mathematical derivations. Emphasis will be placed on understanding the models underlying the algorithms. (Note: Fundamentals of discrimination design are addressed in other courses).

Topics Include:
• Radar sensitivity and the range equation
• Signal processing for detection, range measurement, and angle estimation
• MTI/Pulse Doppler fundamentals
• Optimal track filter design
• Combining data from multiple sensors
• Sensor bias and modeling errors
• Practical real-world examples

Fundamentals of Model-Based Systems Engineering with SysML

L. Baker, 21 hrs, $1095
Campus:
Apr 10 – 12, 2017 | M – W | 8:30 am – 4:30 pm | C2317015
Nov 6 – 8, 2017 | M – W | 8:30 am – 4:30 pm | C2318010

Take part in this dynamic, three-day, MBSE seminar. Participants will gain hands-on experience with SysML—a graphical modeling language that has become standard among MBSE practitioners. During this tutorial, you will be guided through the practice of MBSE which provides both the context and business-case for learning SysML. This course will demystify MBSE, demonstrating its three pillars—a modeling language, a modeling method, and a modeling tool. The course debunks a common myth concerning MBSE, allowing you to better manage customer expectations while still delivering the investment returns MBSE promises.

Prerequisite: Undergraduate degree in a technical field, project management, or equivalent experience. Experience in SysML strongly recommended.

On Completion, You Will Be Able To:
• Demonstrate the roots of return on investment (ROI) from practicing model-based systems engineering (MBSE) to organizational executives
• Use OOSEM™ (INCOSE’s Object-Oriented Systems Engineering Method) to create a behavioral and structural model of a system in SysML™ (OMG’s Systems Modeling Language), using SysML’s dedicated modeling tool—No Magic’s Cameo Systems Modeler™

Topics Include:
• The roots of ROI in MBSE practice
• The difference between a SysML modeling tool (e.g., Cameo Systems Modeler) and a diagramming tool (e.g., Visio)
• The design possibilities available in the Object-Oriented Systems Engineering Method (OOSEM)
• Creating effective model structure for partitioning design elements and how to represent that structure on SysML package diagrams
• Capturing stakeholders and their concerns in a SysML model
• Using cases and actors with SysML use-case diagrams
• Producing SysML activity diagrams to graphically represent system use-case specifications
• Simulating a system behavior using Cameo Simulation Toolkit
• Building a structural model of a system’s domain and portraying it on SysML block definition diagrams (BDDs) and internal block diagrams (IBDs)
• Modelling system requirements and traceability relationships using SysML requirements diagrams and tables
• Generating a structural model of a system’s architecture and illustrating it on SysML BDDs and IBDs
• Allocating system behaviors to system structures
• Performing automated impact analysis when a requirement or design element changes
• Operating the Cameo Systems Modeler SysML modeling tool to create a system model

MEET YOUR INSTRUCTOR

RANDY MORRIS

has over 40 years of experience in aerospace engineering. For the last eight years, Mr. Morris has been a technical consultant to the Missile Defense Agency through the National Team. His engineering experience includes software and hardware design for sensor and fire control systems for missile defense and anti-aircraft warfare including algorithmic design for identification, discrimination, tracking, guidance, and signal processing elements and System Architect for Aegis BMD Block 04 / Block 06. Mr. Morris holds Bachelor of Science degrees in Physics and Electrical Engineering, and a Master of Science degree in Electrical Engineering.
APPLIED SYSTEMS ENGINEERING CERTIFICATE

Equip yourself for success in today's professional systems engineering (SE) environment. The Professional Certificate presents SE techniques focusing on how to design and manage complex engineering systems over the system life cycle. Participants can apply the techniques to a wide range of industries. Instructors are real-world practitioners and will arm you with knowledge of core processes, techniques, and tactics required to be an effective systems engineer. Concentrating on the principles of systems engineering management, the program validates participants' knowledge of the systems engineering interdisciplinary approach. **Prerequisite:** Undergraduate degree in a technical field or equivalent experience.

Save $500 by taking the five course certificate series (call 256.824.6010) or take just one course.

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**Systems Engineering Overview**

G. Tackett, 14 hrs, $895  
*Online:* D2317005

Learn the fundamental concepts of systems engineering (SE), basic techniques that govern the SE process, and how SE fits into the life cycle management process.

**What You Will Learn:**

- Concepts that govern SE processes  
- How SE fits into the overall project management process  
- SE problem-solving process  
- Traditional techniques used  
- Analysis and control tools that provide balance to the SE process  
- Current trends in SE and SE management  
- Conflict resolution techniques

*Also an elective for the Management of Engineering and Technology Certificate.

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**Applied System Design and Decision-Making**

D. Gunther, 14 hrs, $895  
*Online:* D2317007

Perform trade studies to support decision-making at all stages of the system development process. Study how to master trade studies – the identification of alternatives and application of decision-making methodology. Look at balancing performance, schedule, cost, and risk variables.

**What You Will Learn:**

- Output from the requirements and allocation process foundation  
- Prioritize project objectives  
- Identification of the feasible trade space  
- Simple/complex trade study methods  
- Value and utility curve methods

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**Requirements Development**

G. McPherson, 14 hrs, $895  
*Campus:* Oct 18 – 19, 2017  |  W, Th  | 8:30 am – 4:30 pm  |  C2318009  
*Online:* D2317006

One of the most successful impacts a development team can have on a system is to ensure the successful identification, analysis, allocation, and verification of requirements. Go beyond the typical textbook process by applying experience-based instruction. Participate in interactive exercises to develop requirements and experience an entire requirements development process.

**What You Will Learn:**

- Examples of well-developed and poorly-drafted requirements  
- Guidelines to evaluate individual and sets of requirements  
- A process for conducting a requirements analysis  
- Techniques to allocate the requirements to the system’s architectures  
- Source documents for guidance on drafting requirements documents  
- Common software tools used to support requirements analysis and allocation

*Also a core course for the Systems Test and Evaluation Certificate.

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**Systems Analysis, Modeling, and Simulation**

J. Little, 14 hrs, $895  
*Online:* D2317009

Cover analytical methods that, with tests, provide the basis for systems V&V. Build your skill base in systems model development, the component model integration into a systems model, and model-based and hardware-in-the-loop simulation.

**What You Will Learn:**

- Objectives of systems analysis, methods, and tools for developing systems models  
- Temporal utility of models versus the model fidelity understanding  
- Foundational role in systems engineering  
- Systems validation and verification

*Also an elective for the Modeling and Simulation Certificate.

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**System Validation and Verification**

D. Gunther, 14 hrs, $895  
*Online:* D2317008

Ensure that you have a complete approach to the validation and verification (V&V) of your product. Learn the process to ensure that a new system works as designed and that the design fulfills its intended function. Hands-on cases illustrate developing metrics and executing V&V activities.

**What You Will Learn:**

- Verifiable requirements  
- Early design validation  
- V&V plans and guidance documents  
- Team/management structures

*Also an elective for the Systems Test and Evaluation Certificate.
Achieve one of the most sought-after certifications for engineering professionals. Validate your education, knowledge and experience in the highly competitive field of systems engineering with INCOSE CSEP recognition. A number of organizations, including the U.S. Department of Defense, recognizes the value of the INCOSE CSEP. The certification requires passing an extensive examination based on the INCOSE Systems Engineering Handbook v4. In two days, explore CSEP requirements and the INCOSE SE Handbook to cover all topic areas that might be on the CSEP exam. Interactive work, study plans, and sample exam questions provide the effective preparation needed for the exam. The course also prepares individuals to pass the ASEP (Associate Systems Engineering Professional) exam.

Prerequisites: Degree in engineering discipline or equivalent experience in Systems Engineering.

The course fee includes: The Systems Engineering Handbook. Visit incose.org for exam information and eligibility requirements.

INCOSE Member Discount **Exam voucher not included

Opening the DOORS® to Requirements Management
C. Zolynsky, 21 hrs, $945
Campus: Jun 27 – 29, 2017 | T – Th | 8:30 am – 4:30 pm | C2317017

DOORS® (Dynamic Object Oriented Requirements System) can assist program managers to achieve a robust requirements management process and determine optimum strategies to ensure technical objectives are satisfied across entire program life cycles. DOORS® offers a robust environment for importing, exporting, and relating a variety of requirement-related information. Gain the knowledge and hands-on experience to effectively use this computer-based tool.

On Completion, You Will Be Able To:
- Navigate the project environment
- Understand the basic uses for Formal Modules
- Manually enter requirements and related information
- Import, export, and trace specification requirements
- Create specific module views
- Perform requirements traceability
- Effectively manage a DOORS® project
- Navigate the Change Proposal System

Prerequisite: Fundamental experience with PCs and it is recommended to have requirements development, management, and verification knowledge.

MATLAB
B. Stilinisky, 20 hrs, $995
Campus: Apr 18 – 20, 2017 | T – Th | 8:30 am – 4:10 pm | C2317011
Oct 10 – 12, 2017 | T, Th | 5:00 – 8:20 pm | C2218007

MATLAB is a technical computing environment used by engineers, scientists, mathematicians, and financial analysts. It can be applied to virtually any problem requiring technical computation and is advertised as the world’s leading software for technical computing. The MATLAB class will provide the skills needed to work with MATLAB interactively and as a programming language.

On Completion, You Will Be Able To:
- Navigate and evaluate MATLAB
- Perform technical computing with MATLAB
- Use a design methodology to solve technical problems
- Work with data within MATLAB
  - Scalars, vectors, matrices, strings and structures
  - File input/output including interfacing with Excel
- Present visual results via graphics and plotting
- Understand MATLAB’s Graphical User Interfaces (GUIs)

Prerequisite: Familiarity with basic computer operations and exposure to programming in any language.

Introduction to Composites: Materials and Mechanics
G. Kress, 40 hrs, $1895
Customized Training: 256.824.4430

Develop knowledge related to basic materials constituents and mechanics of composite materials including micromechanics and classical lamination theory. Participants learn about design and analysis of composite structures, composite manufacturing processing, and quality control standards.

Topics Include:
- Introduction of characteristics, comparison to metals, fibers types, resin types, and fabric
- Composite materials used for original manufacturing and repair
- Processes and procedures used for original manufacture and repair
- Laminate analysis methods for composites applicable to both manufacturing and repair, with an emphasis on composite repair analysis
- Adhesively bonded and bolted joint analysis requirement, with an emphasis on composite joints for repair analysis
- Methods to improve Damage, Tolerance, and Durability of composites
- Understanding Damage Growth in composites
- Strength characteristics, failure modes, unidirectional tension and compression tests and comparison with experiments
- Bonded and bolted joint analysis for composite repairs

Statistics and Hypothesis Testing
D. Barnes, 28 hrs, $1095
Customized Training: 256.824.4430

Learn a statistical method to help you develop a time/cost constrained simulation or test program, which determines the relationship between factors affecting a system. Identify key performance parameters and extract the maximum value from limited data sets. Learn how to design and analyze an experiment while identifying significant factors of a test.

What You Will Learn:
- Guidelines for designing experiments
- Principles of experimental design
- Statistics and hypothesis testing
- Fundamentals of Analysis of Variance
- Single- and multi-factor designs
- Replicated, fractional factorial, and Taguchi methods
- Statistical software tools

Prerequisite: Previous experience or education in basic statistics.
Save $500 by taking the five course certificate series (call 256.824.6010) or take just one course.

**NEW SYSTEMS TEST AND EVALUATION CERTIFICATE**

Designed to address the principles of test and evaluation (T&E), this program introduces all aspects of T&E throughout the life cycle of a system. Learn the roles, purposes, functions, and techniques of T&E within the systems engineering process. The program includes modeling and simulation activities for enhancing the T&E process, developmental test and evaluation, live fire test and evaluation, and operational test and evaluation. **Prerequisite:** Undergraduate degree in a technical field, project management, or equivalent experience.

*Save $500 by taking the five course certificate series (call 256.824.6010) or take just one course.***

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**NEW Test and Evaluation Principles**

**J. Whitehead, 14 hrs, $895**

**Campus:**
- Feb 28 – Mar 9, 2017 | T, Th | 5:00 – 8:30 pm | C2317007
- Sep 20 – 21, 2017 | W, Th | 8:30 am – 4:30 pm | C2318001

**Online:** D2317007

Learn how test and evaluation (T&E), acquisition, and requirements personnel integrate efforts to provide systems that perform as designed and required by the user. Grasp foundational concepts such as developing a team of key personnel, documents, and more. At the end of the course, you will be familiar with elements of a test program, test sites that will provide you the best data to support your test requirement, and confidence to proceed with assurance in your role.

**Key Takeaways:**
- Overview of test and evaluation
- Test and evaluation resources
- Test and evaluation planning
- Test and evaluation master plan
- Critical operational issues and criteria
- Practical guidelines
- Support the test and evaluation mission

**Requirements Development**

**G. McPherson, 14 hrs, $895**

**Campus:**
- Oct 18 – 19, 2017 | W, Th | 8:30 am – 4:30 pm | C2318009

**Online:** D2317006

Gain knowledge to ensure the successful identification, analysis, allocation, and verification of requirements. Participate in interactive exercises to develop requirements and experience the entire requirements development process.

**Key Takeaways:**
- Examples of well-developed and poorly-drafted requirements
- A process for conducting a requirements analysis
- Techniques to allocate the requirements to the system’s architectures

*Also a core course for the Applied Systems Engineering Certificate.*

---

**NEW Test Planning and Conduct**

**S. Mullins, 14 hrs, $895**

**Campus:**
- Apr 18 – 27, 2017 | T, Th | 5:00 – 8:30 pm | C2317008
- Nov 15 – 16, 2017 | W, Th | 8:30 am – 4:30 pm | C2318002

**Online:** D2317028

Explore technology demonstrations, experimentation, and tests which all provide the opportunity to collect data to support both programmatic decisions, access Technology Readiness Levels, and support the acquisition milestone determinations. Learn proper test planning and the conduct of those tests which are paramount to successful execution and evaluations as required by public law. Address the planning issues required to ensure that the test meets those requirements. Learning will focus on initial planning techniques and issues, test plan development, rehearsals, test plan validation, test conduct, data collection, and after action reviews.

**Key Takeaways:**
- Overview background/statutory/policy
- Initial planning considerations
- Personnel requirements
- Stakeholders
- Technology readiness levels
- Determining test questions/data requirements
- Writing the test statement
- Developing the test planning documents
- Developing the data collection plans

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**NEW Test Evaluation and Assessment**

**G. Tackett, 14 hrs, $895**

**Campus:**
- May 9 – 18, 2017 | T, Th | 5:00 – 8:30 pm | C2317009
- Dec 13 – 14, 2017 | W, Th | 8:30 am – 4:30 pm | C2318002

**Online:** D2317026

Understand the planning, process, and products of system evaluation and system assessment through testing. Learn to build assessment plans and validation plans that map required system performance to test and analysis events. Learn to develop a functional dendritic to assess system performance based upon test results. Understand the relationship between Modeling & Simulation (M&S) and test in a Model-Test-Model approach, as well as in Live-Virtual-Constructive environments. Learn the meaning and importance of operationally relevant environments as it relates to Technical Readiness Levels (TRLs) and how to assess threat and environmental realism for test design.

**Key Takeaways:**
- Compliance vs. performance
- The data source matrix
- Threat models and range targets
- Operational evaluation and realism
- Performance, suitability and survivability
- Evaluating the kill chain
- Evaluating reliability, availability, and maintainability (RAM)
- Analysis of alternatives (AoA)

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**ELECTIVE COURSES (CHOOSE 1)**

**System Validation and Verification**

**D. Gunther, 14 hrs, $895** | **Online:** D2317008

See Page 7. Also a core course for the Applied Systems Engineering Certificate.

**Project Scope, Cost, and Schedule Management**

**R. Steele, 21 hrs, $895**

**Campus:**
- Jun 5 – 7, 2017 | M – W | 8:30 am – 4:30 pm | C2517041

**Online:** D2517008

See Page 26. Also a core course for the Project Management Certificate.
In order to provide our participants with a more insightful and accurate career direction, we have created a certification path for both cybersecurity practitioners and managers at each of the beginner, intermediate, and advanced levels. This certification path categorizes and describes cybersecurity work and also ties each specific course within the cybersecurity discourse to a precise set of skills, which are essential to maximum performance and effectiveness.

### BEGINNER

**A+ Exam Prep**

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**Meets DoD Directive 8140!**

CompTIA’s A+ Certification fulfills a basic requirement for most technical support and IT administrative positions. On completion of this course, understand the fundamental concepts of installation, configuration and maintenance of PCs, devices and related hardware/software. Learn to assemble components based on customer requirements. Apply troubleshooting skills to properly and safely diagnose, resolve, and document common issues, and provide appropriate customer service. Validate your knowledge to perform effectively as a technician. Prepare for CompTIA’s A+ Certification Exam 220-901/902 which applies to DoD 8140 Information Assurance Technical (IAT) Level I. Go to comptia.org for complete certification information.

**Prerequisite:** Basic understanding of information technology and/or 6 – 12 months hands-on experience in the IT field.

### INTERMEDIATE

**Network+ Exam Prep**

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<tr>
<th>Instructor</th>
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**Meets DoD Directive 8140!**

Prepare for the CompTIA Network+ Exam N10-006, recognized by the U.S. Department of Defense. Many companies and organizations require or recommend CompTIA Network+ certification for their networking technicians. Benefit from hands-on exercises and exam question practice in a lab environment. Covered exam topic areas include network technologies, installation and configuration, media and topologies, management, and security. Possible career opportunities for those with Network+ Certification include Network Administrator, Network Technician, Network Installer, Help Desk Technician, and IT Cable Installer. The certification applies to DoD 8140 Information Assurance Technical (IAT) Level I.

**Prerequisite:** Technical networking experience recommended.

### Security+ Exam Prep

<table>
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**Meets DoD Directive 8140!**

CompTIA’s Security+ Exam SYO-401 is the premier vendor-neutral security certification. It is included in the approved list of certifications to meet DoD Directive 8140.1 requirements, and is designed for professionals who have two years’ experience with an emphasis on security. Build on your current skill set and prepare for the CompTIA® Security+ Certification exam. Familiarize yourself with concepts and tools, and anticipate, guard against, mitigate, and respond to security incidents. Hands-on lab gives each student in-depth knowledge and practical experience with the current essential security systems. The certification applies to DoD 8140 Information Assurance Technical (IAT) Level II and Information Assurance Management Level I.

**Prerequisite:** Technical networking experience with an emphasis on security. Network+ or equivalent experience recommended.

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### MEET YOUR INSTRUCTOR

**Russ Ward** is the Chief Information Security Officer at UAH. Russ has been engaged in the security community for the last 15 years, including academic, government, corporate and legal domains. He focuses on a holistic security approach including architecture, design, implementation, documentation, project review, incident handling/response, forensics, code analysis, web applications testing, auditing and training. Throughout his career Russ has trained college students, law enforcement and DoD personnel, while conducting security operations and research, including many DoD, SCADA, ICS, Fortune 100 corporate and High Performance Computing (HPC) networks. Russ is currently 1 of 137 people that hold GIAC’s most prestigious certifications, GIAC Security Expert (GSE). In addition, he also holds: GIAC Security Essentials (GSEC), GIAC Certified UNIX Security Administrator (GCUX), GIAC Certified Windows Security Administrator (GCWN), GIAC Certified Incident Handler (GCIH), GIAC Certified Intrusion Analyst (GCIA), GIAC Certified Forensic Analyst (GCFI), GIAC Penetration Tester (GPEN), Certified Information Systems Security Professional (CISSP), CORE Impact Certified Professional (CICP), Certified Ethical Hacker (CEH), and Certified EC-Council Instructor (CEI).

---

**ISSA Information Systems Security Association North Alabama Chapter**

Register for a cybersecurity exam prep today! Receive a 10% ISSA member discount.
Certified Ethical Hacker (CEH™) Exam Prep
R. Ward, 35 hrs, $2195/$2495*
Campus:
Feb 20 – 24, 2017 | M – F | 8:30 am – 4:30 pm | C2117074
May 22 – June 26, 2017 | M, W | 5:00 – 8:30 pm | C2117060
Dec 11 – 15, 2017 | M – F | 8:30 am – 4:30 pm | C2118005

Meets DoD Directive 8140!
Dive into an interactive environment and learn how to scan, test, and secure systems from hackers. Hands-on lab gives each student in-depth knowledge and practical experience with the current essential security systems. Learn how perimeter defenses work and then scan and attack your own networks (no real network is harmed). Understand how intruders escalate privileges and what steps can be taken to secure a system. Study Intrusion Detection, Policy Creation, Social Engineering, DDoS Attacks, Buffer Overflows, Virus Creation and Cloud Computing. Prepare for the EC-Council Certified Ethical Hacker v9 exam and gain 35 hours of class time with an optional 4 hours to complete the CEH™ v9 exam at our location at your convenience after completion of the course. Go to eccouncil.org for complete certification information.

Prerequisite: Programming and networking experience with an emphasis on security. Network+ and Security+ certifications are beneficial.

*With exam voucher.

NEW CompTIA® Advanced Security Practitioner (CASP®) Exam Bootcamp
R. Spee, 35 hrs, $2195/$2495*
Campus:
May 2 – Jun 1, 2017 | T, Th | 5:00 – 8:30 pm | C2117059

Meets DoD Directive 8140!
The CompTIA® Advanced Security Practitioner (CASP®) Exam CAS-002 is the next step you will need to take if your job responsibilities include securing complex enterprise environments. As a CASP® certified IT professional, demonstrate that you can provide the best cybersecurity solutions and protection for organizations worldwide. Through hands-on activities and lecture, develop the skill set you require to confidently perform your duties as an advanced security professional and apply more innovative principles that will keep your organization safe from threats. It is designed for IT professionals who want to attain the technical knowledge and skills needed to conceptualize, engineer, integrate, and implement secure solutions across complex enterprise environments. Go to comptia.org for complete certification information.

Prerequisite: Recommendation of 10 years’ IT experience, and at least 5 years of hands-on technical security experience.

*With exam voucher.

SECS04: Hacker Tools, Techniques, Exploits, and Incident Handling
J. Vest, 50 hrs, $5910**
Save $400 if registration is paid 4 weeks prior to class.
Campus: Jun 12 – 17, 2017 | M, T, Th, F: 9:00 am – 7:00 pm and W, S: 9:00 am – 5:00 pm | C2117078

Understand attackers’ tactics and strategies in detail, giving you hands-on experience in finding vulnerabilities and discovering intrusions, and equipping you with a comprehensive incident handling plan. Address the latest cutting-edge insidious attack vectors. Instead of merely teaching a few hack attack tricks, this course provides a time-tested, step-by-step process for responding to computer incidents, and a detailed description of how attackers undermine systems so you can prepare, detect, and respond to them. In addition, the course explores the legal issues associated with responding to computer attacks, including employee monitoring, working with law enforcement, and handling evidence. You will participate in a hands-on workshop that focuses on scanning for, exploiting, and defending systems as well as learn to discover the holes in your system before the bad guys do. General security practitioners, system administrators, and security architects will benefit from this course by understanding how to design, build, and operate their systems to prevent, detect, and respond to attacks.

What You Will Learn:
• How best to prepare for an eventual breach
• The step-by-step approach used by many computer attackers
• Proactive and reactive defenses for each stage of a computer attack
• How to identify active attacks and compromises
• The latest computer attack vectors and how you can stop them
• How to properly contain attacks and ensure that attackers do not return
• Learn to recover from computer attacks and restore systems for business
• How to understand and use hacking tools and techniques
• Attacks and defenses for Windows, Unix, switches, routers, and other systems
• Application-level vulnerabilities, attacks, and defenses
• How to develop an incident handling process and prepare a team for battle

**Exam voucher not included.

ALSO AVAILABLE:
NEW CCNA® Routing and Switching Certification Exam Prep
J. Smith, 35 hrs, $2195**
See page 20.

Cloud+ Exam Prep
J. Cuneo, 28 hrs, $1295/$1495*
See page 20.
Meets DoD Directive 8140!

Knowledgeable people are the key to a secure organization. Cyberspace is the new battlefield where commercial, federal, state, and local government agencies, including the Department of Defense (DoD) assets, have become virtual targets. These threats include critical infrastructures such as the energy, transportation, public health, emergency services, telecommunications, financial systems, shipping, food, water, and chemical sectors. Organizations require qualified Certified Authorized Professionals (CAP®) to monitor and protect their network infrastructure and information systems.

The Federal Government recognizes the CAP® credential in DoD 8140 at IAM Level I and II. The CAP® credential applies to those responsible for formalizing processes that assess risk and establish security requirements and documentation using the Risk Management Framework (RMF) model. Authorization officials, system owners, information owners, information system security officers, certifiers, and all senior system managers will benefit.

The CAP® CBK® Exam Domains Include:
- Risk Management Framework (RMF)
- Categorization of Information Systems
- Selection of Security Controls
- Security Control Implementation
- Security Control Assessment
- Information System Authorization
- Monitoring of Security Controls

Prerequisite: 1-2 years’ IT security, risk management, systems, and network experience.

The Course Fee Includes: The Official (ISC)²® CBK®. Visit isc2.org for complete exam and certification information.

**Exam voucher not included.

NEW Certified Network Defender (CND) Exam Prep

R. Ward, 35 hrs, $2195/$2495*

Campus:
- Jul 31 – Aug 4, 2017 | M – F | 8:30 am – 4:30 pm | C2117076

Are you a Network Administrator, Network Security Administrator, Network Security Engineer, involved in network operations, or concerned about the integrity of your network infrastructure? Then this course is for you! Enhance your network defense ability and learn about attackers by taking the intensive, hands-on, lab-based Certified Network Defender (CND) course. This course offers network security and cyber defense strategies to protect, detect, and respond to cyber attacks. Interactive labs provide technical skills required to design a secure network with future threats in mind. The CND certification is the next step towards protecting your network. Prepare for the EC-Council CND 312-38 exam and gain 35 hours of class time with an optional 4 hours to complete the CND 312-38 exam at our location at your convenience after completion of the course. Go to eccouncil.org for complete certification information.

What You Will Learn:
- Network and Defense Fundamentals
- Network Security Threats, Vulnerabilities, and Attacks
- Network Security Controls, Protocols, and Devices
- Network Security Policy Design and Implementation
- Physical and Host Security
- Secure Firewall, IDS, and VPN Configuration and Management
- Wireless Network Defense
- Network Traffic Monitoring and Analysis
- Network Risk and Vulnerability Management
- Data Backup and Recovery

Prerequisite: Networking Fundamentals

**With exam voucher.

EXPERT

Certified Information Systems Security Professional (CISSP®) Exam Bootcamp

K. Patterson/R. Beavers, 35 hrs, $2195**

Campus:
- Mar 27 – Apr 6, 2017 | M, W | 5:00 – 8:30 pm | C2117055
- Sep 18 – Oct 18, 2017 | M, W | 5:00 – 8:30 pm | C2118003

Meets DoD Directive 8140!

Organizations gain a leading edge by demanding qualified information security staff. They demonstrate their dedication to providing the highest standard of security for their customers, employees, stakeholders, and organizational information assets. Understand information security best practices and prepare for the CISSP® Exam. Define the architecture, design, management, and/or controls that assure the security of business environments. Broaden your expertise in critical topic areas such as application, information, and operations security. Gain in-depth security knowledge in risk management, cloud computing, mobile security, and application development security. The certification applies to DoD 8140 Information Assurance Technical (IAT) Level III, Information Assurance Management Levels II and III, and System Architect and Engineer Levels I and II. Go to isc2.org for complete certification information.

Prerequisite: Security+ certification or equivalent professional experience is highly recommended.

**Exam voucher not included.

WORLD-CLASS CUSTOM TRAINING DELIVERED!

We will custom design and deliver a course or an entire program to meet your specific needs. Learning methodologies include a combination of interactive, lecture-based, and experiential learning.

For Information: 256.824.4430 or Lane.Fabby@uah.edu
TAKE THE NEXT STEP

Schedule your upcoming exam at UAH Testing and Certification Services!

Whether you are advancing your career or helping your child apply for college, UAH Testing and Certification Services offers a variety of exams at times that work with your busy schedule. Led by knowledgable and dedicated testing professionals, we adhere to the highest standards to provide you with a superior testing experience.

GUARD AGAINST CYBERSECURITY THREATS

How Does Our Partnership With CompTIA® Benefit You?

As an academy partner, we are offering our participants the option to pay a single fee, receive course registration, and obtain a discounted exam voucher from PearsonVue. The exam voucher will be distributed prior to the last class session for those who register for the “with exam” course session. The voucher can be used to register for the exam in the United States and is valid for a period of one year. Courses currently included are A+, Security+, Network+, Cloud+, and CASP®.

Benefits Include:
• Certified instructors who have access to CompTIA® practice assessments, exams, and questions
• A discounted test voucher
• A convenient one-time registration fee for both the course and the voucher with easy, electronic delivery of voucher

UAL is an EC-Council Accredited Training Center!

UAH PCS is proud to be an EC-Council Accredited Training Center (ATC). Partnering with The International Council of E-Commerce Consultants (EC-Council) allows us to offer certification training recognized worldwide by various government agencies including the U.S. Department of Defense (DoD), National Security Agency (NSA) and the Committee on National Security Systems (CNSS).

Benefits Include:
• Industry-recognized training led by Certified EC-Council Instructors (CEI)
• An exam voucher
• EC-Council student courseware kit

Over 100 IT exams and over 35 certification and licensure exams available including:

Professional Certification Exams
• A+, Network+, Security+, Cloud+
• CompTIA Advanced Security Practitioner (CASP)
• Certified Authorization Professional (CAP)
• Certified Information Systems Security Professional (CISSP)
• CCNA Routing and Switching

College, Credentialing, and Entrance Exams
• CLEP, DANTES (Coming soon)
• MAT, GRE
• ACT, SAT, SSAT
• Alabama Insurance Provider Licensing Exam
• Health Provider Certification Exams
• Proctored Exams
• Pearson Vue Exams (Coming soon)

Need help preparing for a professional exam? Check out our exam preps on pages 10 – 12, 20, and 27.
**MICROSOFT EXCEL CERTIFICATE**

Develop the essential skills to move from novice to confident Excel specialist. This program also prepares you for the Excel 2013 exam (77-420).

*Save $45 by taking the three course certificate series (call 256.824.6010) or take just one course.*

---

**Excel Essentials**

B. McCall/S. Steinhauser  
7 hrs, $265  
Campus:  
Feb 17, 2017 | F | 8:30 am – 4:30 pm | C2117029  
Jun 4 – 8, 2017 | T, Th | 5:00 – 8:30 pm | C2117038  
Oct 10, 2017 | T | 8:30 am – 4:30 pm | C2118011

Grasp basic features of Excel. Learn spreadsheet terminology, worksheets/books navigation, and the Help system use.  
**Prerequisite:** Fundamental experience with PCs and Microsoft Windows.

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**Excel Intermediate**

B. McCall/S. Steinhauser,  
7 hrs, $265  
Campus:  
Feb 24, 2017 | F | 8:30 am – 4:30 pm | C2117030  
Jun 13 – 15, 2017 | T, Th | 5:00 – 8:30 pm | C2117039  
Oct 17, 2017 | T | 8:30 am – 4:30 pm | C2118012

Practice more advanced formatting options, charting techniques, outlining/subtotals, and Pivot Tables.  
**Prerequisite:** Microsoft Excel Essentials or equivalent experience.

---

**Excel Advanced**

B. McCall/S. Steinhauser,  
7 hrs, $265  
Campus:  
Mar 3, 2017 | F | 8:30 am – 4:30 pm | C2117031  
Jun 20 – 22, 2017 | T, Th | 5:00 – 8:30 pm | C2117040  
Oct 24, 2017 | T | 8:30 am – 4:30 pm | C2118013

Learn advanced formulas and lookup functions, data validation, import/export, and external database queries.  
**Prerequisite:** Microsoft Excel Essentials and Intermediate or equivalent experience.

---

**MICROSOFT PROJECT CERTIFICATE**

Learn to use Project’s flexible features to keep your projects organized and on time. This program also prepares you for the Project 2013 exam (74-343).

*Save $50 by taking the two course certificate series (call 256.824.6010) or take just one course.*

---

**Using Project**

J. Barnes/P. Tatum, 12 hrs, $425  
Campus:  
Jan 30 – 31, 2017 | M, T | 8:30 am – 3:30 pm | C2117025  
Jul 10 – 19, 2017 | M, W | 5:00 – 8:00 pm | C2117043  
Oct 4 – 5, 2017 | W, Th | 8:30 am – 3:30 pm | C2118021

Build a solid foundation and learn to effectively manage your projects. Learn how to set up MS Project to facilitate efficiency and ease of use. Utilize entered data, creating a valid and dynamic model of the project. This course is tailored to project managers and planners.  
**Prerequisite:** Fundamental experience with PCs and Microsoft Windows.

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**Project Power User**

P. Tatum, 12 hrs, $425  
Campus:  
Feb 13 – 14, 2017 | M, T | 8:30 am – 3:30 pm | C2117026  
Jul 18 – Aug 2, 2017 | M, W | 5:00 – 8:00 pm | C2117044  
Oct 18 – 19, 2017 | W, Th | 8:30 am – 3:30 pm | C2118023

Maximize your ability to manage tasks and projects. Learn to handle delays and conflicts, consolidate project files, and share resources. Understand how to execute, monitor, and control tasks, so that your project is completed on time, within budget, and according to scope. This course is designed for experienced Microsoft Project users.  
**Prerequisite:** Using Microsoft Project or six months’ experience using Microsoft Project.

---

**MICROSOFT WORD CERTIFICATE**

Learn the skills necessary to navigate Word at the feature and functionality level. This program also prepares you for the Word 2013 exam (77-418).

*Save $45 by taking the three course certificate series (call 256.824.6010) or take just one course.*

---

**Word Essentials**

B. McCall/S. Steinhauser,  
7 hrs, $265  
Campus:  
Mar 18, 2017 | F | 8:30 am – 4:30 pm | C2117033  
Jul 11 – 13, 2017 | T, Th | 5:00 – 8:30 pm | C2117045  
Nov 8, 2017 | W | 8:30 am – 4:30 pm | C2118014

Cover the basic functions of Word. Learn to enter and edit text, save and browse documents, format documents, and edit table structure.  
**Prerequisite:** Fundamental experience with PCs and Microsoft Windows.

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**Word Intermediate**

B. McCall/S. Steinhauser,  
7 hrs, $265  
Campus:  
Mar 24, 2017 | F | 8:30 am – 4:30 pm | C2117034  
Jul 18 – 20, 2017 | T, Th | 5:00 – 8:30 pm | C2117046  
Nov 15, 2017 | W | 8:30 am – 4:30 pm | C2118015

Go beyond the basics of document creation. Create styles, use columns and diagrams, create outlines, password protect, and track changes.  
**Prerequisite:** Microsoft Word Essentials or equivalent experience.

---

**Word Advanced**

B. McCall/S. Steinhauser,  
7 hrs, $265  
Campus:  
Mar 31, 2017 | F | 8:30 am – 4:30 pm | C2117035  
Jul 25 – 27, 2017 | T, Th | 5:00 – 8:30 pm | C2117047  
Nov 29, 2017 | W | 8:30 am – 4:30 pm | C2118016

Learn advanced features like creating a table of contents, footnotes, cross references, an index, backgrounds, and document revisions.  
**Prerequisites:** Microsoft Word Essentials and Intermediate or equivalent experience.
Access Essentials
B. McCall, 7 hrs, $265
Campus:
Feb 7 – 9, 2017 | T, Th | 5:00 – 8:30 pm | C2117027
Jun 27 – 29, 2017 | T, Th | 5:00 – 8:30 pm | C2117042
Oct 3 – 5, 2017 | T, Th | 5:00 – 8:30 pm | C2118010
Learn the basics of planning, creating, and manipulating databases using tables. Master data entry rules and properties, using them to your advantage.
Prerequisite: Fundamental experience with PCs and Microsoft Windows.

PowerPoint Essentials
N. Carpenter/A. Spain/S. Steinhauser, 7 hrs, $265
Campus:
Feb 10, 2017 | F | 8:30 am – 4:30 pm | C2117028
Jun 12 – 14, 2017 | M, W | 5:00 – 8:30 pm | C2117041
Sep 13, 2017 | W | 8:30 am – 4:30 pm | C2118019
Create basic PowerPoint presentations, and gain hands-on experience in formatting text, adding and modifying graphical objects, and adding charts and tables.
Prerequisite: Fundamental experience with PCs and Microsoft Windows.

Using SharePoint
K. Counselman, 14 hrs, $495
Campus:
Apr 3 – 4, 2017 | M, T | 8:30 am – 4:30 pm | C2117037
Aug 7 – 16, 2017 | M, W | 5:00 – 8:30 pm | C2117049
Effective communication is vital to successful organizations. Microsoft SharePoint® combines the latest technology, functionality of applications, and the web into a single environment to share information and collaborate with colleagues. In this hands-on course, learn how to create, edit, and manage content on your team site.
Prerequisite: Fundamental experience with PCs and Microsoft Windows.

QuickBooks Foundation
A. White, 7 hrs, $265
Campus:
Mar 28, 2017 | T | 8:30 am – 4:30 pm | C2117036
Oct 25, 2017 | W | 8:30 am – 4:30 pm | C2118001
Create a fully functioning business financial management system with ease! Customize QuickBooks Desktop with our hands-on labs. Track finances, manage payroll, process invoices, manage sales and expenses, and maximize the software’s features. Learn to use QuickBooks’s proven techniques and time-saving shortcuts.
What You Will Learn:
- Chart of accounts, budgeting, and inventory
- Managing accounts payable and receivable
- Reconciling bank accounts and entering transactions
- Creating business reports and using online banking
Prerequisite: Basic computer skills and knowledge of accounting terms.

QuickBooks for Government Contractors
A. White, 7 hrs, $265
Campus:
Feb 28, 2017 | T | 8:30 am – 4:30 pm | C2117032
Aug 8, 2017 | T | 8:30 am – 4:30 pm | C2117048
Learn how QuickBooks software can be utilized to be in compliance with Defense Contract Audit Agency (DCAA) accounting requirements. Structure the chart of accounts in cost pool format to properly segregate direct costs from indirect costs, as well as exclude the unallowable costs outlined in FAR 31. Set up Items, Payroll Items and Timecards to use in conjunction with the Customer module for job costing. See how easily QuickBooks can accumulate the data you will need for rate computations. In addition, complete DCAA’s pre-award audit form SF 1408 to show how the requirements can be met in a properly structured QuickBooks file.
What You Will Learn:
- Accounting system intro, SF1408 and QuickBooks compatibility
- Customers, projects, and contract line item numbers (CLINs) set-up
- Labor distribution, accounts payable, invoicing, and month-end
- Policies and procedures
Prerequisite: QuickBooks Foundation or basic knowledge of QuickBooks and Government contracting.

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ANDROID™ MOBILE DEVELOPER CERTIFICATE

Become an Android™ developer and release high-quality apps that are supported by the latest versions, including 7.x/ Nougat, of Android and Android Studio. In hands-on labs, learn about and practice implementing the various stages of development on the Android™ platform.

Android is a software platform for mobile devices powered by a Linux kernel. Study topics related to UI, application services, permissions and security, graphics, data persistence, monitoring tools, application hosting, and more. Explore key concepts for building rich applications using advanced features. Learn from instructors who are real-world practitioners in Android development.

Save $200 by taking the two course certificate series (call 256.824.6010) or take just one course.

Introduction to Android™ Application Development

J. Busby, 21 hrs, $945
Campus:
Mar 28 – 30, 2017 | T – Th | 8:30 am – 4:30 pm | C2117053
Sep 5 – 21, 2017 | T, Th | 5:00 – 8:30 pm | C2118008
Online: D2117004

Create your own Android app and learn how to submit it to market. Through in-depth exercises, learn how Android™ programming allows background processing, supports 2-D/3-D graphics using the OpenGL libraries, and provides an embedded SQLite database. Explore simple GUI applications, understand widgets/components, and working with the database to store data locally.

What You Will Learn:
• Development environment and tools
• The Android™ Software Development Kit (SDK)
• Managing the activity lifecycle
• Developing for different devices
• Dynamic user interface design

Prerequisite: Basic programming experience required.
Object-Oriented programming language experience recommended.

Android™: Beyond the Basics

J. Busby, 21 hrs, $945
Campus:
Apr 25 – 27, 2017 | T – Th | 8:30 am – 4:30 pm | C2117063
Oct 10 – 26, 2017 | T, Th | 5:00 – 8:30 pm | C2118009
Online: D2117005

Examine how to take advantage of both Java language features and its support libraries on Android™ devices. Discover proven techniques that you can use to create robust, stable, and feature-rich Android™ applications. Practice Android™ tips and tricks to give perfect shape to your creative thinking.

What You Will Learn:
• Managing files, using databases, and sharing data between applications
• Accessing device hardware (cameras, microphones, and sensors)
• Managing activities, threads, and background services
• Using Android’s animation and advanced graphics engines
• Dealing with challenges using networks and web services

Prerequisite: Introduction to Android Application Development or equivalent experience.

JOHNNY E. BUSBY II
is a Systems Engineer with Amazon.com. With 20+ years of experience in IT areas, he is proficient in planning, designing, developing, deploying, and managing highly complex information technology infrastructures and systems. His work is heavily concentrated in cloud, web, and mobile programming. Mr. Busby is ITILv3 and PMP certified. His career history includes work in commercial, service, chemical, and government industries. He holds a Bachelor’s degree in Computer Science from the University of South Alabama.

ON DEMAND ONLINE LEARNING

Register for an On Demand course at ANY time. Participants have one month to complete the course, or two months for IT courses and courses over 30 hours.
ORACLE APPLICATIONS DEVELOPER CERTIFICATE

Learn the power of Oracle 12c, the first database designed for the cloud. On completion, participants will be equipped to use Structured Query Language (SQL) in the Oracle environment program; using PL/SQL, Oracle’s answer to programming logic not available in SQL; and develop front-end web-enabled applications that retrieve information easily from the Oracle database. Update your skills to Oracle 12c, the latest version of the most widely used database engine, or develop new Oracle 12c knowledge in the database industry where job satisfaction and workforce demand are high.

Save $300 by taking the three course certificate series (call 256.824.6010) or take just one course.

Fundamentals of SQL Using Oracle
T. Bell, 21 hrs, $945
Campus: Feb 21 – Mar 9, 2017 | T, Th | 5:00 – 8:30 pm | C2117064

Gain an extensive introduction to data server technology. Participants cover the concepts of both relational and object database theory, design and terminology. Learn SQL (Structured Query Language) statement categories and their purpose. Study basic SQL programming concepts and techniques to store, retrieve and manipulate data. Participate in hands-on lab experiences creating and maintaining database objects to reinforce learning.

Oracle PL/SQL Programming
T. Bell, 21 hrs, $945
Campus: Apr 4 – 20, 2017 | T, Th | 5:00 – 8:30 pm | C2117065

The Oracle PL/SQL language provides for programming logic features not contained within SQL. Cover the main features of PL/SQL: blocks, sections of blocks, error handling, variables, constants, data abstraction, subprograms, stored programs, triggers, and control statements. Participate in creating and managing user-defined packages and Oracle supplied packages. Practice using the features in active, hands-on lab exercises that build your Oracle PL/SQL capability.

Developing Oracle Application Express (APEX) Web Applications
T. Bell, 21 hrs, $945
Campus: May 9 – 25, 2017 | T, Th | 5:00 – 8:30 pm | C2117066

Build database-centric, web-enabled applications using Oracle Application Express (APEX), a true rapid application development (RAD) environment. Create and define attributes of live, front-end applications in APEX using the Oracle database engine as the database host. Generate additional application pages, update the application, fine tune the look and feel using themes and templates, and deploy the application. Use Oracle APEX best practices as an integral part of the practical exercises in hands-on labs.

Using HTML5 and CSS3
C. Cantrell, 21 hrs, $945
Campus: Jul 11 – 27, 2017 | T, Th | 5:00 – 8:30 pm | C2117075
Online: D2117010

Discover the new standards and features of HTML5 and CSS3 to create more visually engaging web pages with transitions, animations, and media elements. Using style sheets, you will explore mobile device media that can be viewed and supported in mobile browsers to include audio and video in web pages. This step-by-step course allows web developers to create dynamic pages.

What You Will Learn:
• Build websites section by section
• Learn new techniques for building websites and web pages
• Create HTML5 structural sections and CSS3 layouts
• Gain knowledge of HTML tags
• Create style sheets to control site design
• Create transitions and animations
• Control the appearance, function, and navigation of websites

JavaScript for Beginners
C. Cantrell, 21 hrs, $945
Campus: Aug 8 – 24, 2017 | T, Th | 5:00 – 8:30 pm | C2117077
Online: D2117011

Learn to code, create, and build in JavaScript, the native language of the web used by developers all over the world. Understand how to create HTML5 sites and other interactive websites using this versatile language. As a web developer, it is essential that you have a solid understanding and become acquainted with one of the most highly-sought job market skills by employers today. JavaScript is the foundation of many commonly used libraries and frameworks.

What You Will Learn:
• Use JavaScript in web development
• Create interactive web pages
• Understand the environment and language
• Examine free tools
• Incorporate Document Object Model (DOM)
• Understand JQuery library
• Program web page behavior
• Obtain and manipulate user information
NEW MASTER PROGRAMMER CERTIFICATE

Enhance your programming skills by receiving a comprehensive Master Certificate in Programming Languages. By taking part in this master certificate program, you will improve your personal marketability with training designed to build expertise and experience that lead to career advancement, recognition, and increased earning potential. This program is comprised of the most rewarding developer programs offered at UAH PCS. The C++ Developer Certificate, Java Developer Certificate, and completion of Introduction to Python Programming are all part of obtaining the Master Programmer Certificate program.

Whether your plan is to use the knowledge gained for a current or new position or simply for self-enrichment, the Master Programmer Certificate will drastically improve your overall programming ability and understanding of programming best practices, which will place you in a position to be effective to achieve inevitable success.

CERTIFICATE AWARDED AFTER COMPLETION OF:
• C++ Developer Certificate
• Java Developer Certificate
• Introduction to Python Programming

Save $700 by taking the complete five course series or take just one course.

VIRTUAL DESKTOPS
Online Training Tools

Utilize the Virtual Desktop tool to enhance your course experience.
Feel confident that you can apply your newly attained knowledge!
To learn more, contact Lane.Fabby@uah.edu or call 256.824.4430.

C++ DEVELOPER CERTIFICATE

Master a powerful tool by learning C++ programming language used for Object-Oriented (OO), generic, and procedural programming. Participating in hands-on lab exercises, you will be equipped to write C++ code to utilize basic types, create abstract object classes, manipulate object data, change the personality of objects, and use file manipulation to implement stand-alone C++ programs.

Save $200 by taking the two course certificate series (call 256.824.6010) or take just one course.

C++ Programming
D. Brockhaus, 21 hrs, $945
Campus:
Jan 23 – Feb 8, 2017 | M, W | 5:00 – 8:30 pm | C2117068
Aug 21 – Sep 11, 2017 | M, W | 5:00 – 8:30 pm | C2118017*
Online: D2117002

Familiarity with C++ is an essential skill for engineers, scientists, and many technical managers. This introductory course offers you a solid understanding of Object-Oriented programming, which is critical for programming on the latest compilers and systems. Design and use classes and objects effectively in C++ to create powerful applications.

What You Will Learn:
• Functions and operators
• Formatted input/output
• Loops and decisions
• Dynamic data and templates
• Top-level and class member functions

Prerequisite: Experience with a programming language such as C.
*Class will not meet Sep 4

Advanced C++ Programming
D. Brockhaus, 21 hrs, $945
Campus:
Feb 20 – Mar 8, 2017 | M, W | 5:00 – 8:30 pm | C2117069
Sep 12 – 28, 2017 | T, Th | 5:00 – 8:30 pm | C2118018
Online: D2117003

Building on your knowledge of basic C++ syntax, explore the full capabilities of the standard C++ library. Learn to apply the streaming operators and the proper canonical interface of an object. Practice using object management with smartpointers and reference counting. Add the STL containers and algorithms to your own programs and explore the Gang of Four Object-Oriented (OO) design patterns.

What You Will Learn:
• Standard object methods
• Strings and regular expressions
• Advanced templates
• Standard template library
• Object-Oriented design patterns

Prerequisite: C++ Programming or equivalent program development experience.
**JAVA DEVELOPER CERTIFICATE**

Prepare yourself to take advantage of the career opportunities available to Java developers who are more in demand than ever. Java is the perfect environment to master Object-Oriented programming concepts that transfer to all modern programming languages. Java technology is at the core of many large-scale business applications—especially business-to-business commercial systems that fuel the Internet economy.

*Save $200 by taking the two course certificate series by calling 256.824.3010 or take just one course.*

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**Introduction to Python Programming**

*D. Layman/C. Cantrell, 28 hrs, $1095*

**Campus:**
- Mar 20 – Apr 12, 2017 | M, W | 5:00 – 8:30 pm | C2117070
- Apr 25 – May 18, 2017 | M – Th | 8:30 am – 4:30 pm | C2118020
**Online:** D2117020

Through a series of hands-on, instructor-led lab exercises you will learn Python syntax and study the structure of a well-written Python program. Cover skills common to all modern programming languages such as variables, flow-control, pointers, and arrays. During lab exercises, gain hands-on experience with Python development tools and tour the massive Python I/O library to learn what is available and how to use it.

**What You Will Learn:**
- The Python environment and library
- Python development tools
- Python and language syntax
- Declaring variables and using arrays
- Object-Oriented (OO) programming
- Aggregation, composition, and inheritance

**Prerequisites:** Fundamental experience with PCs and programming concepts.

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**Java Programming Advanced Features**

*D. Layman/C. Cantrell, 28 hrs, $1095*

**Campus:**
- Apr 24 – May 17, 2017 | M, W | 5:00 – 8:30 pm | C2117071
- Oct 16 – Nov 19, 2017 | M – Th | 8:30 am – 4:30 pm | C2118022
**Online:** D2117007

Learn to leverage the power of Java for developing client/server applications. Gain proficiency with the Java JDBC API and create applications to demonstrate its use. Next move on to client/server programming, using both raw network sockets and the more powerful RMI (Remote Method Invocation) system. After you have created your Java application, it will be able to run on any operating system with Java support, including Windows, Linux, and Mac.

**What You Will Learn:**
- Core concepts for GUI applications
- JavaBeans technology
- Low-level networking classes
- Web development with servlets
- Embedding Java inside HTML with JSP

**Prerequisites:** Introduction to Java Programming or equivalent experience.

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**NEW Introduction to Python Programming**

*D. Layman, 21 hrs, $945*

**Campus:**
- May 16 – Jun 1, 2017 | T, Th | 5:00 – 8:30 pm | C2117073
- Oct 30 – Nov 1, 2017 | M – W | 8:30 am – 4:30 pm | C2118024
**Online:** D2117001

Developed as a dynamic, object-oriented programming language, Python has gained popularity for its simple, yet robust design that allows you to create dynamic applications that can easily be integrated into other programs or systems. Expand your skill-set by gaining the knowledge needed to easily develop Python by incorporating the various domains explored. Learn Python’s basic syntax and present ways to emphasize readability by writing fewer lines of code. Whether you are a beginner or an experienced programmer trying to expand your skill-set, Python can provide you with the tools needed to further your professional horizons.

**What You Will Learn:**
- The Python environment
- Statements and syntax
- Basic operators
- Core data types
- Basic string operations
- Lists and dictionaries
- Conditions
- Loops
- Functions
- Modules and packages
- Classes and objects
- File I/O
- Exceptions

**Prerequisite:** Fundamental experience with PCs and familiarity with programming concepts.
Cloud+ Exam Prep
J. Cuneo, 28 hrs, $1295/$1495*
Campus:
Sep 20 – Oct 16, 2017 | M, W | 5:00 – 8:30 pm | C2118007
Validate the understanding and best practices required of IT professionals working in cloud computing environments. Acquire the skills to understand basic cloud terminologies and methodologies, relate cloud implementation and virtualization application to industry best practices, and learn to implement, maintain and deliver cloud technologies and infrastructures. Prepare for CompTIA’s Cloud+ Certification Exam CVO-001 and validate the knowledge required for many cloud-related IT positions. The exam is intended for individuals with two or more years of work experience in IT networking, network storage, or data center administration and a familiarity with any major hypervisor technology, pertaining to server virtualization. Go to comptia.org for complete information.
Prerequisite: Experience with any major hypervisor and two to three years’ work experience in IT networking, network storage, or data center administration.
*With exam voucher.

NEW CCNA® Routing and Switching Certification Exam Prep
J. Smith, 35 hrs, $2195**
Campus:
Apr 3 – 7, 2017 | M – F | 8:30 am – 4:30 pm | B2117057
Oct 16 – Nov 15, 2017 | M, W | 5:00 – 8:30 pm | B2118004
Online: D2117008
The Cisco Certified Network Associate (CCNA®) Routing and Switching Certification is a globally recognized credential that demonstrates knowledge of routing, switching, network applications, protocols and services. While preparing for the CCNA® v3.0 Routing and Switching Exam (200-125 CCNA®), you will gain knowledge of foundational technologies and ensure you stay relevant for the adoption of evolving network technologies. Solidify and expand the skills required to design, deploy and maintain enterprise networks. Whether you’re preparing for a new career or expanding your existing expertise, CCNA® Routing and Switching Certification provides a foundation for career pathways such as network technician, support engineer, network administrator, network designer, network engineer and more.
What You Will Learn:
• Networking and routing fundamentals
• Installation, configuration, and operation of Cisco routers and switches
• Troubleshooting network technologies related to infrastructure services, security and management
• Working with wide area networks (WAN)
• Implementing and verifying remote site connections existing in a WAN
• Resolving basic security threats faced by a network
• Local Area Networks: design, VLANs, and troubleshooting
Prerequisite: Basic understanding of Information Technology and networking recommended.
**Exam voucher not included.

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Update your skills through the Federal Workforce Investment and Opportunity Act (WIOA).
If you meet income qualifications, WIOA aids job seekers by providing free career services. For information on WIOA funding, contact any Alabama Career Center. Madison County residents may call 256.851.0537.
For information on approved programs, visit The Alabama Consumer Information System at etpl.alabama.gov or contact Lane Fabby at 256.824.4430.

Approved UAH WIOA Certificate Programs:
ENGINEERING
• Test and Evaluation
• Applied Systems Engineering
MANAGEMENT
• Federal Contract Management Essentials
• Federal Contract Management Specialization
• Integrated Supply Chain Management
• Project Management
INFORMATION TECHNOLOGY
• Android Mobile Developer
• C++ Developer
• Java Developer
NEW Using VMware vSphere

D. Spooner, 21 hrs, $695
Campus:
Sep 12 – 14, 2017 | T – Th | 8:30 am – 4:30 pm | C2118025

Hands-on course designed to help learners gain basic understanding and basic skills including terminology and navigation. This course explores installation, configuration and management of VMware vSphere, which consist of VMware ESXi and VMware vCenter Server. This course will give you a solid understanding of how to administer a vSphere infrastructure for an organization of any size.

Course Objectives:
• Software-defined data center
• Deploy ESXi host and create virtual machines
• vCenter Server architecture
• Deploy a vCenter server instance or VMware vCenter Server Appliance
• Use vCenter to manage ESXi host
• Configure and manage vSphere infrastructure with VMware Web client
• Configure virtual networks with vSphere standard switches
• Migrate virtual machines with VMware vSphere vMotion
• Use VMware vSphere Storage vMotion
• Monitor resource usage and manage resource pools
• Manage VMware vSphere High Availability and VMware vSphere Fault Tolerance
• Apply patches using VMware vSphere Update Manager
• Use VMware vSphere Distributed Resource Scheduler cluster to improve host scalability
• Improve network scalability using vSphere distributed switches

Who Should Attend:
• Systems Engineers
• Network Engineers
• Systems Administrators

Instructional Methods:
Discussion, Demonstrations, Lab Exercises

Prerequisite: Experience with either Microsoft Windows, Linux operating systems, CompTIA Network+, A+, Security+, Linux+, or MCSA Windows Server is recommended.

Return On Your Investment

Our goal is to maximize your company investment by finding the customized program that best meets the needs of your employees. It would be our pleasure to help you design, develop, and deliver a customized training program. Call Lane Fabby at 256.824.4430 to schedule a no-obligation meeting.

Why Choose UAH PD Solutions?
• High Quality, Relevant Curriculum, and Cost Value
• Top-Notch Instructors with Front-Line Experience
• Improved Performance and Results
• Nationally Recognized University
• Convenience and Flexibility

WHAT TO EXPECT

needs analysis ➔ identify intended outcomes ➔ proposal ➔ program development ➔ deliver the program ➔ evaluate & follow up
Federal Contract Management Essentials Certificate

H. Cleaver, 40 hrs, $1295/$1245*

Campus:
May 1 – 5, 2017 | M – F | 8:00 am – 5:00 pm | C2517039
Oct 16 – 20, 2017 | M – F | 8:00 am – 5:00 pm | C2518012

Online: D2517019

Learn the U.S. Government acquisition life cycle process to acquire goods and services. Discover Uniform Contract Format (UCF) model contracts and how the UCF facilitates preparation of solicitations and contracts as well as their use. Understand roles of the buyer and seller in contract administration, and the functions of the Defense Contract Management Agency (DCMA) and Defense Contract Audit Agency (DCAA). Study Federal contract management key elements that you can apply immediately in the work place, enhancing your career potential and the bottom line for your organization.

How You Will Benefit:
• Study Contract Type and the use of Contract Line Item Numbers
• Complete a Federal acquisition overview and FAR orientation
• Examine mandatory and optional contract clauses
• Gain understanding in contract administration
• Review the legal aspects in Federal contracting
• Navigate cost and price analysis

*NCMA Member Discount

Federal Costing Essentials

H. Cleaver, 14 hrs, $495

Campus:
Mar 8 – 9, 2017 | W, Th | 8:30 am – 4:30 pm | C2517034

Online: D2517021

Do you know the consequences of failure to understand and comply with Federal Government costing rules and cost accounting standards? For Government contracting professionals, take the time to gain basic knowledge of these procedures and rules and how the process works, and minimize the potential for problems. Upon course completion, participants will have a clear understanding of the necessity for consistency in costing and cost accounting practices related to bidding, recording, reporting, and invoicing costs (CAS 401), as well as appropriate cost isolations in company records (CAS 402). The Federal Acquisition Regulation (FAR), the Contract Pricing Reference Guides (CPRG), and selected Defense Contract Audit Agency (DCAA) documents are the foundation for course content.

How You Will Benefit:
• Review basic accounting system requirements
• Understand the “allowable” cost elements and indirect cost pools
• Explore the key Cost Accounting Standards (CAS) purposes
• The wide reach of Government cost audits
• Study the wide reach of Government cost audits and extensive scope of “cost allowability”
• Learn about Government requests for “certified” or “uncertified” cost or pricing data in bidding processes
• Examine cost estimating and pricing in baseline proposals
• Examine cost estimating and pricing in baseline proposals
• Assess earned value analysis and other cost performance measurement systems
• Understand earned value analysis and other cost performance measurement systems

Federal Contract Management Specialization Certificate

H. Cleaver, 40 hrs, $1295/$1245*

Online: D2517019

Explore current topics arising from the latest revisions to the Federal Acquisition System, such as an evolving issue like Performance-Based Services Acquisition (PBSA). Each topic is explained in terms of its context within the larger Federal Acquisition process. Next, examine the complexities inherent when prime contractors seek value-added work or deliverables from subcontractor sources. Then, analyze the latest payment methodologies used in Federal contracting, and the cash flow implications inherent in each of these payment venues.

What You Will Learn:
• Federal Acquisition issues
• Contract Formation
• Services Contracting
• Contract Negotiations
• Principles of Subcontract Management
• Financial Management of Federal Contracts

Prerequisite: Completion of Federal Contract Management Essentials Certificate or equivalent Federal contract management experience.

*NCMA Member Discount

MEET YOUR INSTRUCTOR

MR. HARRY D. CLEAVER, Jr., CPCM, CPE has experience including 32 years in negotiating contracts for high technology and construction projects, 42 years in professional training, and 32 years in contracts management and administration. He has been a Certified Professional Contracts Manager (CPCM) since 1979, and Certified Professional Estimator (CPE) since 1984. He received a B.A. from the University of Oklahoma, he completed a "Methods of Instruction" course, and received a M.S. degree from the Florida Institute of Technology.
Organizations need leaders who can refine or develop and implement an organizational management emergency preparedness structure. The Critical Incident Management (CIM) program provides best practices that align with National Preparedness Goals. Gain insight on efficient, effective tools and management practices that align organizations with the Department of Homeland Security recommendations to prevent, protect against, mitigate, respond to, and recover from threats and hazards that pose risks. From human caused incidents like “active shooter,” to technology (cyber), meteorological, geological, and Bio, CIM gives insight on tools and techniques to identify risks, threats and hazards and establishes a fundamental process to enact plans, policies, and procedures.

What You Will Learn:
• Overview of National Preparedness Goal
• Overview of National Incident Management System
• Threat and Hazard Identification and Risk Assessment (THIRA)
• Universal Emergency Preparedness Management Structure
• Business Continuity Plans

**Earned Value Management Certificate**

Understand a highly effective project control system that uses measurement tools such as breakdown structures, network diagrams, schedules, budgets, and Gantt charts to ensure that the parameters of a contract and its projects or tasks are on track. Learn EVM guidelines and requirements to meet Government contract regulations. Gain its value as an essential tool for project managers and technical leads in supporting proactive decision-making.

*Save $300 by taking the three course certificate series (call 256.824.6010) or take just one course.*

**Earned Value Management Essentials**

R. Hycoop, 14 hrs, $895

*Campus:*
- Jan 24 – Feb 9, 2017 | T, Th | 8:30 am – 4:30 pm | C2517032
- Sep 26 – Oct 6, 2017 | T – Th | 8:30 am – 4:30 pm | C2518009

*Online: Coming Soon*

This course lays the foundation for novice specialists as well as helps refresh veteran EVM practitioners in the tenets of work planned, work accomplished, and actual work cost. Discuss Earned Value Management terminology, formulae, and analysis. Apply methods learned through practical exercises demonstrating real world applicability to project cost, schedule, and technical performance.

What You Will Learn:
• Overview, objectives and benefits
• EVM and project planning
• Reporting findings/recommendations
• EVM resources

*Also an elective for the Management of Engineering and Technology Certificate.*

**Earned Value Management Analysis and Reporting**

G. Smith, 14 hrs, $895

*Campus:*
- Oct 23 – 24, 2017 | M, T | 8:30 am – 4:30 pm | C2518014

*Online: D2517003*

Explore detailed, practical methods to facilitate compliance regardless of contract size or complexity. This course will assist novice analysts to build a solid foundation while serving as a refresher for more experienced analysts. Practical exercises will be used to demonstrate formulae, methods, and techniques covering problematic areas.

What You Will Learn:
• Establish variance thresholds
• Analyze cost, schedule, variances
• Use indices for predictive analysis
• Validate estimates at completion

**Integrated Baseline Review Preparation and Execution**

J. Little, 14 hrs, $895

*Campus:*
- Nov 27 – 28, 2017 | M, T | 8:30 am – 4:30 pm | C2518015

*Online: D2517004*

Many Government contracts contain a requirement for an Integrated Baseline Review (IBR). How and when should an IBR be conducted? This course is helpful for those that are being newly introduced to the IBR requirement, as well as serving as a refresher for those who may have experience in this area.

What You Will Learn:
• IBR requirement, objectives, benefits
• IBR execution including agenda, discussions, and results
• IBR team members and roles
• Risk and opportunities

**MEET YOUR INSTRUCTOR**

JEFFREY STILL, a dynamic leader, speaker, and facilitator, Mr. Still brings a combination of strategic military experience and vast leadership knowledge to the course. He is a retired Naval Officer who served his country as a Naval SEAL in some of the most challenging military roles of our time. After successful tours with SEAL Team Eight and leading the SEAL Sniper School, he was selected into the Naval Special Warfare Development Group. He has since spent over twenty years leading fast-paced organizations, driving innovation, and advising high-level leaders on critical response strategy and operations. Jeff holds an MBA from Duke University and a BS in Education from the University of Southern Illinois.
Basic Life Support for Healthcare Providers

5 hrs, $60

Campus:
- Jan 5, 2017  |  Th  |  8:00 am – 1:00 pm  |  C2517014
- Apr 14, 2017  |  F  |  8:00 am – 1:00 pm  |  C2517015
- May 23, 2017  |  T  |  8:00 am – 1:00 pm  |  C2517035
- Jun 14, 2017  |  W  |  8:00 am – 1:00 pm  |  C2517036
- Jul 17, 2017  |  M  |  8:00 am – 1:00 pm  |  C2517037
- Jul 19, 2017  |  W  |  8:00 am – 1:00 pm  |  C2517038
- Aug 18, 2017  |  F  |  8:00 am – 1:00 pm  |  C2518010
- Aug 22, 2017  |  T  |  8:00 am – 1:00 pm  |  C2518011

Basic Life Support (BLS) for Healthcare Providers is an American Heart Association certification that is required for all UAH Nursing students and is recognized by most hospitals. It is intended to provide healthcare professionals the ability to recognize life-threatening emergencies, provide CPR, use an AED, and relieve choking, as well as other lifesaving skills.

Human Resource Management Essentials

K. Burton, 14 hrs, $495

Online:  C2517023

Whether you are new to human resources or need to strengthen your employee management skills, this course is for you. Knowledge of the essentials in human resources can provide important on-the-job effectiveness, protect your business from litigation, and help advance your career. Covering real workplace issues, this course will provide you with practical skills you can immediately apply to your own situation. You will cover real-life HR issues, including employment law, selecting qualified employees, compensation, the employee performance process, and much more. You will also learn key information to keep you on track with compliance issues.

What You Will Learn:
- Resource management
- Employment law
- Recruitment and selection
- Compensation and benefits
- Employee development
- Performance management

INTERIOR DESIGN CERTIFICATE

Visualize beautiful and functional surroundings created by you. Whether you are searching for new career skills or knowledge for personal use, this program is certain to provide the solutions.

Take the complete five course series or take just one course.

Building a Foundation in Interior Design

L. Mikell, 25 hrs, $395

Campus:  Oct 10 – Dec 12, 2017  |  T  |  5:30 – 8:00 pm  |  C2518017

Understand interior design’s basic principles, including furniture arrangement, basic color schemes and the color wheel, window treatments, accessory application, lighting, floor coverings, and interior materials. Learn about paint applications and the newest styles in flooring and cabinets.

Applying Design Principles and Elements

L. Mikell, 25 hrs, $395

Campus:  Jan 10 – Mar 21, 2017  |  T  |  5:30 – 8:00 pm  |  C2517052**

Develop advanced color schemes and combine patterns. Learn different types of fabrics, their serviceability, interior application and combination of formalities. Define exterior color in line with exterior styles. Participate in field trips to explore lighting and rugs/floor coverings.

Prerequisite: Building a Foundation in Interior Design.  **Class will not meet Mar 14.

Design and Architecture

D. Bird, 20 hrs, $325

Campus:  Mar 28 – May 16, 2017  |  T  |  5:30 – 8:00 pm  |  C2517003

Learn how architecture and interior design are interwoven and how architectural detailing makes a building unique. Explore residential and commercial architectural styles and types including historical and contemporary design.

SketchUp Your Design

C. Green, 12 hrs, $325

Campus:  Jun 6 – 15, 2017  |  T, Th  |  5:30 – 8:30 pm  |  C2517004

Learn to build computer-generated models of interior spaces with ease in this hands-on course utilizing Google SketchUp to convey your design ideas and boost your design capabilities. Practice placing existing model assemblies of windows, doors, and more, while viewing and developing interior spaces in detail.

Prerequisite: Fundamental experience with computers.

Interior Space Planning

D. Bird, 20 hrs, $325

Campus:  Jul 11 – Aug 29, 2017  |  T  |  5:30 – 8:00 pm  |  C2517005

Instruction and practical hands-on training introduce you to the fundamentals of space planning and its application in solving design problems. Learn about scale, architectural drawing, and creative problem-solving. Discover how to convey your own design solutions using pencil and paper.

The Interior Design certificate is coordinated by LaMerle Mikell, Registered Interior Designer.
MANAGEMENT OF ENGINEERING AND TECHNOLOGY CERTIFICATE

Engineering and technical managers plan, lead and coordinate the direction of design, research, development, and production in organizations. As competitive pressures reshape the typical role of the engineer to one that encompasses management, individuals with skills that bridge that gap have a distinct advantage over competitors. This program is designed for early and mid-career engineers who want to prepare for management roles in technically focused organizations.

Prerequisite: Undergraduate degree in a technical field, business management, or equivalent experience.

Save $1,000 by taking the five course certificate series (call 256.824.6010) or take just one course.

Employee Management and Leadership
K. Burton, 14 hrs, $895
Campus: Apr 12 – 13, 2017 | W, Th | 8:30 am – 4:30 pm
C2517044
Online: D2517005

Learn best practices on finding, interviewing, and hiring a superior workforce. Gain knowledge to keep employees motivated, inspired, and developing as well as attaining goals with your guidance. Become the successful manager who makes a difference in the work life of employees and for your organization. Course topics include team building, effective delegation, decision-making errors, human behaviors at work and human resources and management tips.

Strategic Decision Management
J. Fortune, 14 hrs, $895
Online: D2517006

Learn decision-making methodologies that influence alignment between the manager’s technical decision processes and the company’s organizational strategy. Discuss normative and descriptive approaches to strategic thinking. Explore structuring of strategic decision-making processes and learn how to assess the effectiveness with the performance measurement systems. Investigate links between strategy, organizational structure, and value chain with technical decision-making.

ON DEMAND ONLINE LEARNING

Register for an On Demand course at ANY time. Participants have one month to complete the course, or two months for IT courses and courses over 30 hours.

ELECTIVE COURSES (CHOOSE 3)

Systems Engineering Overview
G. Tackett, 14 hrs, $895
Online: D2317005
See Page 7. Also a core course for the Applied Systems Engineering Certificate.

Supply Chain Relationship Management
C. Gardner, 14 hrs, $895
Online: D2517012
See Page 28. Also a core course for the Integrated Supply Chain Management Certificate.

Project Quality and Risk Management
C. Gardner, 21 hrs, $895
Campus: Jul 10 – 12, 2017 | M – W
8:30 am – 4:30 pm | C2517042
Online: D2517009
See Page 26. Also a core course for the Project Management Certificate.

Operations Systems Management
N. Loyd, 14 hrs, $895
Online: D2517014
See Page 28. Also a core course for the Integrated Supply Chain Management Certificate.

Earned Value Management Essentials
R. Hycoop, 14 hrs, $895
Campus: Sep 18 – 19, 2017 | M, T
8:30 am – 4:30 pm | C2518013
Online: D2517002
See Page 23. Also a core course for the Earned Value Management Certificate.
PROJECT MANAGEMENT CERTIFICATE

Good project management ensures that projects run smoothly and clients’ expectations are met. Build a solid foundation of project management knowledge and ensure your projects are set up for success from the start. Aligned with the Project Management Institute’s (PMI®) framework, each course is responsive to the Project Management Book of Knowledge (PMBOK®) and is specifically designed to focus on the practical application of project management concepts, particularly in a Government/contractor environment. You will immediately acquire knowledge and tools needed to manage your projects’ successful completion.

Save $400 by taking the four course certificate series (call 256.824.6010) or take just one course.

Project Management Foundation

R. Hycoop, 21 hrs, $895
Campus:
May 1 – 3, 2017 | M – W | 8:30 am – 4:30 pm | C2517040
Online: D2517007

The fundamental project management processes are covered in the foundation course: defining requirements, schedules, risk management, and change control. In group exercises, participants gain an understanding of how the project management processes are used during each phase of a project to build a better, more effective project plan.

What You Will Learn:
- Statement of work analysis
- Roles and responsibilities
- Team charters and team development
- Project closeout process
- Work Breakdown Structure (WBS)
- Stakeholder concerns
- Elements of a project charter
- Conflict resolution techniques
- Project scope statement

PMBOK® Knowledge Areas: Integration, Cost, Time, Scope, Risk, and Human Resources

Project Scope, Cost, and Schedule Management

R. Steele, 21 hrs, $895
Campus:
Jun 5 – 7, 2017 | M – W | 8:30 am – 4:30 pm | C2517041
Online: D2517008

Was the project completed on time, on budget, and did it meet the customer’s requirements? Participants will become skilled with earned value measures, proficient with performance indexes, and build s-curve charts to interpret project trends. Gain the tools to monitor quality, measure performance, and communicate the results in performance reports.

What You Will Learn:
- Components of deliverables
- Duration and resources
- Realistic schedules
- Schedule sorting
- Task tracking
- Crashing techniques
- Needs/effects of scope change control
- Scope controls within a WBS

PMBOK® Knowledge Areas: Scope, Cost, Time, Integration, and Communication

*Also an elective for the Systems Test and Evaluation Certificate.

Project Quality and Risk Management

C. Gardner, 21 hrs, $895
Campus:
Jul 10 – 12, 2017 | M – W | 8:30 am – 4:30 pm | C2517042
Online: D2517009

Performing good risk assessment is an essential requirement of a successful project management plan. Gain insight into assessment procedures and learn to apply them to decision-making situations. Focus on using a quality management plan and systematic quality controls to address issues and avoid costly reworking expenses.

What You Will Learn:
- Success rate for monitoring risk
- Quantitative decision analysis
- Uncertainty and network analysis
- Decision trees/Mitigation approaches
- Cause and effect diagrams
- Statistical sampling and inspection
- Control and pareto charts
- Flowcharting

PMBOK® Knowledge Areas: Risk, Quality, and Scope

*Also an elective for the Management of Engineering and Technology Certificate.

Project Procurement and Contracting Management

H. Cleaver, 21 hrs, $895
Campus:
Aug 14 – 16, 2017 | M – W | 8:30 am – 4:30 pm | C2517043
Online: D2517010

Procurement and contracting have a strong presence in project management – few projects are self-contained and require no contracting requirements. Understand the basic elements of contract and subcontract formation and management and how they relate to project management activities. Learn about contract types and their influence on projects. Address contracting risks and complexities of contract administration associated with the goal of project completion.

What You Will Learn:
- Preparation of Statements of Work (SOWs)
- Bidding and negotiating from project perspective
- Understanding management aspects of both subcontractors and vendors
- Project completion

PMBOK® Knowledge Areas: Risk, Procurement, and Integration
PMP® Certification Bootcamp

M. Stettner/R. Steele, 40 hrs, $1295**

Course:

- Jan 23 – 27, 2017 | M – F | 8:00 am – 5:00 pm | C2517026
- Jun 12 – 16, 2017 | M – F | 8:00 am – 5:00 pm | C2517027

Online: C2517022

Enhance your skills, knowledge and qualifications as you prepare for project management certification and related exams. Project Management Professional (PMP®) Certification Bootcamp is an intensive training program that will help you prepare to pass the Project Management Institute’s (PMI®) PMP® exam and provide you with the 40 required contact hours of project management education. The course also prepares individuals to pass the CAPM® (Certified Associate in Project Management) exam.

The Course Fee Includes:

- Additional project management knowledge not covered in the PMBOK® Guide, but expected to be covered on the exam
- Three month subscription to VELOCITEACH’s online exam simulator, InSite
- Key information from all 13 chapters in the PMBOK® Guide
- PMI® specific terms, definitions, and strategies for approaching exam questions
- Summary of important formulas and definitions

Textbooks Included:

- The PMP® Exam: How to Pass on Your First Try by Andy Crowe, PMP
- PMP® Workbook

PMP® Benefits:

As one of the most valued credentials in project management, the PMP® credential assures employers that you are committed to project management. Earning this credential demonstrates a solid foundation of experience in managing projects.

** PMI® exam voucher and registration fees not included.

NEW PMP® Platinum Bootcamp

M. Stettner, 47 hrs, $1395**

Fall 2017 | B2518001
Weekly Online: Aug 22 – Dec 12, 2017 | T | 7:00 – 8:15 pm (CST) | PMI® Framework & Registration

Course:

- Dec 18 – 20, 2017 | M – W | 8:00 am – 6:00 pm | 3-day Bootcamp

This blended training course combines self-paced instruction, instructor review sessions, and in-class boot camp. This course will help you prepare to pass the Project Management Institute’s (PMI®) PMP® exam and provide you with the required contact hours of project management education. This course also prepares individuals to pass the CAPM® (Certified Associate in Project Management) exam.

Who Should Attend:

This course is for students who want to take their time to learn all the material needed to pass the exam without experiencing information overload. The course targets experienced project managers who plan to take the PMP® exam or CAPM® exam. Participants should be aware of exam eligibility criteria established by the PMI®. Visit pmi.org for additional information.

Topics Covered:

- Key information from all 13 chapters in the PMBOK® Guide
- PMI® specific terms and definitions
- Strategies for approaching exam questions
- Additional project management knowledge not covered in the PMBOK® Guide, but expected to be covered on the exam
- Summary of important formulas and definitions

** PMI® exam voucher and registration fees not included.

Course Includes:

- 16 Weeks of self-paced assignments and online Q&A sessions
- 3 days of classroom training
- PMP® PrepCast™ Videos on PC, Tablet or Mobile
- 90-day access to online PMP® Exam Simulator environment

Textbooks Included:

- The PMP® Exam: How to Pass on Your First Try by Andy Crowe, PMP
- PMP® Workbook

Blended Formats

Combine online and classroom courses to complete a certificate!
Federal Proposal Management

H. Cleaver, 35 hrs, $695
Online: D2517001

In this highly interactive and document development-focused course, gather techniques for preparing successful Federal prime contractor or subcontractor proposals. Learn how to conduct the critical pre-proposal preparation phase of the overall proposal preparation process. Concentrate on how to develop the various proposal volumes to be responsive in both Lowest Price Technically Acceptable (LPTA) and Best Value bidding venues. Identify proposal requirements that are best responded to with high impact graphic images, and ways to create those images. Combine lecture and practical exercises to understand the realities of actual proposal preparation activities in a page-limited and time-constrained environment.

How You Will Benefit:
• Review the introduction to Federal Proposal Management Concepts
• Understand the pre-solicitation phase
• Learn about activities and considerations during solicitation release and proposal team kickoff
• Study the various aspects of proposal preparation essentials
• Examine the procedures surrounding red team review and contract award

INTEGRATED SUPPLY CHAIN MANAGEMENT CERTIFICATE

Supply chain business processes, metrics, risk assessment and mitigation, and the impact of information systems and tools are interwoven into each course. Practical exercises include how to develop supply chain strategies enabling the network to match demand with supply even in the face of uncertainty.

Save $450 by taking the six course certificate series (call 256.824.6010) or take just one course.

Supply Chain Management Foundation
K. Sullivan, 14 hrs, $895
Online: D2517011

Gain an overview of integrated supply chains with an emphasis on business process integration for optimal supply chain performance. The SCOR model will be introduced for process modeling and diagnostics. This course serves as executive development for senior managers and executives.

Supply Chain Relationship Management
C. Gardner, 14 hrs, $895
Online: D2517012

Supply chains encompass end-to-end business processes, which include both suppliers and customers. Learn an essential for success – managing relationships with key business partners.

*Also an elective for the Management of Engineering and Technology Certificate.

Demand Management
J. Paxton, 14 hrs, $895
Online: D2517013

Supply chain performance depends on an organization's ability to synchronize its production rate with customer demand. Learn basic tools for forecasting and understanding demand patterns, along with techniques for measuring and managing inventory.

Operations Systems Management
N. Loyd, 14 hrs, $895
Online: D2517014

Explore how to develop a seamless process from supplier to organization and to customer segments. Consider cellular vs. modular manufacturing, process selection, line balancing, production layout, and making vs. buying.

*Also an elective for the Management of Engineering and Technology Certificate.

Research and Product Development
D. Gunther, 14 hrs, $895
Online: D2517015

Discover the importance of product development process integration in reducing time and cost to market as product life cycles shorten. Develop the keys to successful product development taking into account form, fit, function, and process.

Supply Chain Strategy Development
K. Sullivan, 14 hrs, $895
Online: D2517016

Grasp the steps to a supply chain operation strategy that “sees” itself as a customer-facing entity serving the competitive goals of the enterprise. Understand enterprise, business strategy, and developing SC strategy for product demand characteristics as keys to a successful strategy. Learn to employ hybrid SC strategies for tailoring to product characteristics.
NEW Effective Business Writing

S. Gunn, 14 hrs, $895

Campus:
Jun 13 – 14, 2017  |  T, W  |  8:30 am – 4:30 pm  |  C2517047

This course will provide you with practical workplace writing strategies to assist you in developing documents that are clear, concise, complete, and correct. Topics that will be discussed include the professional writing process, audience awareness, document organization and design, and visuals. Learn to review key grammar, style, and sentence structure concepts that are essential to enhancing the readability of a document and understand how to adapt messages to meet the needs of various audiences.

On Completion, You Will Be Able To:
• Discover the professional writing process and its importance in developing documents for the workplace.
• Understand the role of audience awareness and how to create a document appropriate for a specified audience.
• Recognize the importance of developing documents that are reflective of their own workplace in regards to style and organization.
• Learn how to write a document in a prose style marked by clarity, conciseness, completeness, and correctness.
• Understand how to create various correspondences and how to adapt messages to meet the needs of different audiences.
• Learn how to use document design and visuals to enhance the readability of a document.

MEET YOUR INSTRUCTOR

WAYNE OLSON
is a fundraising consultant with more than 15 years of experience working with donors at all levels of giving.

Wayne trains and teaches fundraising to non-profit organizations, their staff, leadership and boards nationwide. Wayne has worked with donors giving gifts of more than $10 million each and has enjoyed relationships with hundreds of major and planned gift donors. Wayne is also a nationally-known speaker and writer. He has written two books on fundraising and he appears regularly in Planned Giving Today and other national periodicals. His words (written for a national publisher) appear on the pages of newsletters, brochures, postcards and websites for hundreds of charities, churches and educational institutions each month. He is also a sought-after speaker and has spoken many times at the International Conference of the Association of Fundraising Professionals. He also speaks regularly at other national and regional conferences, and conducts training for staff and boards of charities. In 2014, Fundraising Success magazine awarded him Most Inspirational Speaker of the Year. His third book, Donor Relations the Disney Way, will be published in 2016.

NEW Increasing Sales, Contracts, and Donations

W. Olson, 7 hrs, $395

Campus:
Apr 26, 2017  |  W  |  8:30 am – 4:30 pm  |  C2517019
Oct 25, 2017  |  W  |  8:30 am – 4:30 pm  |  C2518002

Online: D2517020

Whether you are selling a product or service, seeking donations for your nonprofit, or simply need to motivate your employees, there are ways you can be more effective with less effort. In a world where customer relationships, employee morale and customer loyalty are at all-time lows, there are simple things you can do to improve all and increase the bottom line while growing employee satisfaction. Gain insight into how you can relate better to your customers and employees to improve results in your organization. One of the prime benefits is increased sales, more signed contracts, and if you are a nonprofit organization, more donations.

What You Will Learn:
• Why customers or donors are attracted to you
• What motivates employees to work harder
• What killer whales teach us about management
• Why Disney is so successful
• How to successfully draft contract proposals for approval
• How much can be accomplished, even with little money
• Which risks to take and which to avoid
• How to increase your donor loyalty and giving
• How to increase customer loyalty and sales
• How to increase employee satisfaction and retention
• Why labels are passe in the 21st century
LEADERSHIP ESSENTIALS CERTIFICATE

The Leadership Essentials Certificate focuses on skills required for effective leadership in the areas of communication, relationship building, team building, conflict management, self-awareness, and influencing others. Participants will obtain fundamentals on how to integrate their leadership ability or style to optimize teamwork, excellence, responsibility, strengths, and weaknesses throughout an organization.

**Save $300 by taking the three course certificate series (call 256.824.6010) or take just one course.**

**NEW Building Effective Leadership Skills**

D. McGee, 21 hrs, $995  
**Campus:**  
Mar 21 – 23, 2017 | T – Th | 8:30 am – 4:30 pm | C2517030

Managers who lead successfully increase their organization’s productivity. The role of the leader is rapidly changing from a traditional model to a “leading in a work team” model. Both seasoned and new leaders require a new set of skills to be successful in driving results from their teams while creating a positive environment within their teams. Explore topics critical to developing effective management skills such as core interpersonal skills, differences in perception, motivation and motivational blockers, team development, transformational leadership, training and mentoring skills – everything you need to manage people effectively. Leaders who have the skills and tools to lead successfully increase an organization’s profitability and improve the bottom line. After completing this course, you will be able to improve on key weakness areas, play to your strengths and get the best results from every member of the team.

**What You Will Learn:**
- Effectively troubleshoot individual and team conflict
- Bring out the dynamics within your team and build on those strengths
- Facilitate strong communication among team members
- Navigate teams through any complex business situation
- Identify and develop high performing members of the team
- Understand different types of leadership and connect more effectively to them

**Who Should Attend:**
Managers and Individuals Seeking Leadership Roles in their Organization

*Each individual will complete an online assessment in advance and receive a personalized management and transformational leadership profile on the first day of the course.*

**Employee Management and Leadership**

K. Burton, 14 hrs, $895  
**Campus:**  
Apr 12 – 13, 2017 | W, Th | 8:30 am – 4:30 pm | C2517044

Managers who lead successfully increase their organization’s productivity. The role of the leader is rapidly changing from a traditional model to a “leading in a work team” model. Both seasoned and new leaders require a new set of skills to be successful in driving results from their teams while creating a positive environment within their teams. Explore topics critical to developing effective management skills such as core interpersonal skills, differences in perception, motivation and motivational blockers, team development, transformational leadership, training and mentoring skills – everything you need to manage people effectively. Leaders who have the skills and tools to lead successfully increase an organization’s profitability and improve the bottom line. After completing this course, you will be able to improve on key weakness areas, play to your strengths and get the best results from every member of the team.

**What You Will Learn:**
- Human resources and management tips
- Addressing human behavior at work
- Preventing predictable decision-making errors
- Team building
- Effective delegation

**MEET YOUR INSTRUCTOR**

**MS. LANE FABBY** specializes in the areas of executive and leadership development, training and facilitation, curriculum design, team development, communication skill development, and executive coaching. Lane earned a Master of Science degree in Global Leadership from the University of San Diego’s School of Business Administration. Additionally, she holds a certification in Appreciative Inquiry, Polarity Thinking, Project Management, Strengths Advocacy, and is a Temperament Certified Professional. She is also a qualified Executive Coach through the Center for Executive Coaching (International Coach Federation Accredited).
ELECTIVE COURSES (CHOOSE 1)

**Strengths Based Leadership**
**L. Fabby, 7 hrs, $395**
**Campus:**
May 31, 2017 | W | 8:30 am – 4:30 pm | C2517017

For all levels of professionals, learn about your top 5 strengths and how to leverage them within your team to obtain high-performance results. In this course, you will receive a personalized strengths results booklet with your top 5 strengths categorized into 4 leadership domains (i.e. Executing, Influencing, Relationship Building, and Strategic Thinking). Gain an understanding of your personal strengths, how to work better in teams, and become a better leader. Learn how to capitalize on your strengths and leverage the strengths of others. Learn to concentrate on positive reinforcements and best practices in your organization instead of focusing on the negative. After completing this course, you will be able to improve on key weakness areas, play to your strengths, and get the best performance results from yourself and team members.

**Sample Questions Discussed:**
- What strengths are you using to live up to your potential?
- What percentage of the day do you spend using your strengths?
- How can your strengths lead to success?
- What are 1 or 2 strengths you would like to use more often? How would these strengths contribute to your team and organization?

*Each individual will complete an online assessment in advance and receive a personalized profile on the first day of the course.

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**Communicating With Influence**
**K. Scroggin, 7 hrs, $395**
**Campus:**
May 12, 2017 | F | 8:30 am – 4:30 pm | C2517029

Presentations are a daily part of doing business, whether formally or informally, to persuade your colleagues, a client, or influence a team. Learn how to create effective presentations with aids to achieve impact with your audience, to present yourself with "presence," and establish a connection with the audience. You will have the opportunity to practice public speaking, be video recorded, and receive feedback to help perfect your presentation delivery style. Learn tips to control emotion and anxiety. With personal coaching, improve your style in a comfortable, non-threatening environment. Gain strategies to build and strengthen your communication skills with tact and poise. Practice delivery methods that engage the audience and learn how to respond professionally to your audience. Your initial and refined presentations will be recorded and provided to you at the conclusion of the course for your archive.

**What You Will Learn:**
- Plan your presentations
- Turn thoughts and ideas into compelling presentations
- Learn and practice proven presentation techniques
- Engage, motivate, persuade, teach, and entertain your audience
- Understand communicative practices – listening, eye contact, body language, and more
- Practice public speaking to gain confidence and perfect delivery
- Reduce prep time and emotional stress
- Choose dynamic presentation aids and connect with your audience

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**ALSO AVAILABLE:**

- **Appreciating Personality Diversity**
  **R. English, 7 hrs, $395**
  Call 256.824.4430 for details.

- **Leading Across Generations**
  **K. Scroggins, 7 hrs, $395**
  Call 256.824.4430 for details.

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**CUSTOMIZED TRAINING**

Training programs can be customized to best fit your organization’s specific goals.

*Contact Lane.Fabby@uah.edu to learn more about customization or on-site delivery.*
EXECUTIVE LEADERSHIP CERTIFICATE

The Executive Leadership Certificate focuses on enhancing and improving leadership tools and skills. Participants will gain strategies on how to become better leaders when making decisions, providing feedback, resolving conflicts, improving employee performance, building teams, increasing commitment, enhancing communication, coaching and mentoring individuals, and motivating others throughout an organization.

Save $300 by taking the three course certificate series (call 256.824.6010) or take just one course.

NEW Creating a High Performing Culture

P. Risher, 21 hrs, $995
Campus:
Oct 3 – 5, 2017 | Th | 8:30 am – 4:30 pm | C2518006
Online: D2517024

Disengaged. Unmotivated. Uninspired. Isolated. Just showing up. Planning the next move or the next vacation? These are just some of the descriptors of well over 50% of today’s American workforce. Job longevity is decreasing, while the costs of finding suitable replacements, especially for the most talented and experienced, is dramatically increasing. Creative, forward-looking organizations and leaders are seeking to create positive, affirming, and high performing cultures through excellent coaching and mentoring. This course is designed to guide public and private, for-profit and non-profit organizational and functional leaders from an intellectual understanding of coaching and mentoring to the development of an actionable road map for change. This is a practitioner’s course grounded in theory, best practices, and lessons learned.

What You Will Learn:
• Overview of the art and science of coaching and mentoring, including current thinking and best practices
• The critical linkage between coaching, mentoring, and organizational success
• The enablers and barriers to effective and meaningful coaching and mentoring relationships
• Conceptual characteristics of organizational culture and the role of coaching and mentoring
• Assessment of organizational culture and implications for the practice of coaching and mentoring
• Assessment of competencies, coaching, and mentoring style
• Creation of a personal and organizational road map for a more inspiring and reinforcing culture through a tailored and actionable coaching and mentoring strategy

NEW Critical Thinking Skills

K. Burton, 14 hrs, $895
Campus:
Oct 25 – 26, 2017 | Th | 8:30 am – 4:30 pm | C2518018
Online: Coming Fall 2017

This course is designed for busy professionals who wish to enhance their skills in critical thinking. Improve your decision making skills by enhancing your ability to logically analyze situations, apply reasoning, construct logical arguments, evaluate the strength of opinions made by others, and formulate conclusions that lead to sound decisions. You will learn techniques and strategies to employ in understanding current issues, belief systems, and ethical positions. Included will be case study discussions on individual and group decision making techniques.

What You Will Learn:
• Critical thinking concepts
• Strategies and practical applications
• How to become a more effective decision maker
• Techniques to train your brain to think logically
• Steps employed in critical thinking
• How to frame questions to enhance critical thinking
• Making improvements to the critical thinking process

MEET YOUR INSTRUCTOR

GEN Paulette Risher (Ret.) is the Program Director for Veteran Job Placement at Still Serving Veterans. Also, Paulette has a private organizational and learning consulting practice, Learning for the Journey, LLC. She holds a Master’s degree in Education with a specialization in Educational Technology and Adult Learning from Northcentral University as well as a Master’s degree in Organizational Psychology from the University of West Florida and a Bachelors in Psychology from Arizona State University. Paulette is a graduate of the Army War College and the Air War College.
ELECTIVE COURSES (CHOOSE 1)

**NEW Effective Decision Making Skills**

**J. Little, 7 hrs, $395**
**Campus:**
Nov 9, 2017 | Th | 8:30 am – 4:30 pm | C2518003

Effective decision-making is the key to much of what we do in our short and long-term personal and work experiences. You will gain understanding in how to make the best decisions, and how to avoid traps that decision makers face. You will discuss several straightforward, proven techniques and how they can be applied in your environment. Recognize how decisions are currently made at your workplace, identify rapid change environments of information overload, and improve your critical business decisions confidently, quickly, and correctly.

**What You Will Learn:**
- Identify and make choices among options
- Discover, evaluate, and implement the one ‘best’ answer
- Think creatively to generate new ideas
- Identify key resources to decision-making
- Define decision processes
- Define objectives, collect information, and generate feasible options
- Achieve win/win results

**Leveraging Polarities in Organizations**

**L. Fabby, 7 hrs, $395**
**Campus:**
Nov 16, 2017 | Th | 8:30 am – 4:30 pm | C2518016

Leaders tend to approach challenges using traditional gap-analysis/problem-solving methods alone. This “Polarity Thinking” workshop will supplement this approach through an awareness of inherently unsolvable and unavoidable challenges referred to in business literature as tensions, paradox, and polarities. Developing competency to see and leverage polarities supports leaders, teams, and organizations to attain their preferred future faster and more sustainably. In this course, participants will learn to recognize the differences between problems to solve and polarities to leverage.

**What You Will Learn:**
- Identify polarities and leverage polarity maps, principles, and processes
- Recognize differences between problems to solve and polarities to leverage
- Gain understanding of how polarities work
- Identify action steps to gain the upside benefits and early warning signs of polarity thinking
- Gain competitive advantage in your organization

*Each individual will be provided a mapping tool.

**FACILITATION AND EXECUTIVE COACHING**

We offer facilitation services that promote rich dialog and recognize learning moments. We ask provocative questions and conduct experiential learning through team exercises, videos, role-playing, and case studies.

We offer executive coaching services that is a high-impact process to help individuals think better, communicate better, make better choices, and perform as better leaders.

We seek to increase your ability to have sustainable high performance results and experiences.

**ALSO AVAILABLE:**

**Driving Employee Engagement**

D. Kingsbury, 7 hrs, $395
Call 256.824.4430 for details.

**Leading Across Generations**

K. Scroggins, 7 hrs, $395
Call 256.824.4430 for details.

**Conflict Management**

L. Burns, 7 hrs, $395
Call 256.824.4430 for details.
POLICIES & PROCEDURES

For a complete list of policies, visit PCS.uah.edu.

NON-CREDIT REGISTRATION AND PAYMENT POLICIES
See page 1 for ways to register. Payment by cash, check, credit card, or written employer billing authorization is required at time of registration.

Many employers’ tuition plans cover UAH PCS courses. Mail, fax, or email your company purchase order, tuition voucher, or other billing authorization to the PCS Registration Office.

You will receive confirmation after your registration has been processed. Please review your confirmation letter carefully for the latest course information.

The registration fee for non-credit courses includes any required text, course materials, lab fees, and short-term parking decals unless otherwise noted.

WITHDRAWAL POLICY
Failure to participate in a course or program does not constitute withdrawal. Substitutions are permitted with prior notice. For a full refund, notify the UAH PCS Registration Office directly at least one full business day prior to the course start date. A processing fee may be deducted from refund requests.

Online On Demand course withdrawal requests must be received prior to logging onto the course and no more than 10 business days from the initial date of registration.

Full Program Discounts will be forfeited with any course withdrawal. Full course fees will be charged for all courses completed and the course in progress, if applicable.

CAMPUS PARKING REGULATIONS
A parking permit is included in the course fee for on-campus non-credit courses lasting less than 15 weeks and will be issued at the opening session. Please arrive 15 minutes early to allow time to attach your decal.

CONTINUING EDUCATION UNITS (CEUs)
CEUs are nationally recognized non-academic credit for professional development and granted for professional development courses. Earn one CEU for ten clock hours of class time. Attend 80% of the class clock hours to receive CEUs. See page 36 for additional information.

TRANSCRIPTS AND GRADES
CEUs earned through PCS are recorded in the attendee’s name. A transcript is available for $5 by submitting your request to the PCS Registration Office.

The non-credit course grading system is Pass/Fail. Assignments and quizzes may be given for courses preparing for professional exams and in online learning courses.

CERTIFICATE PROGRAM COMPLETION
Participants must complete all of the certificate program courses in a professional field within a five-year period. Upon completion of the final course, submit a Certificate Completion Form to receive an overall certificate.

If a certificate program is updated or retired during this five-year period, the PCS staff will work with active participants to provide the best alternatives for program completion.

INCLEMENT WEATHER
UAH PCS classes will not meet if UAH closes due to inclement weather. Check local radio/television broadcasts for closing announcements.

ACCEPTABLE PROOF OF U.S. CITIZENSHIP
For select courses, participants must be a U.S. Citizen and provide verification of citizenship. Visit PCS.uah.edu/Citizenship for more details.

COURSE CANCELLATION
Non-credit courses are self-supporting and classes are subject to cancellation if there is insufficient enrollment. In the event of course cancellation, participants will be notified in a timely manner and will have the option of applying fees paid to another course or receiving a course fee refund.

MISPRINTS
UAH PCS shall not be held responsible for misprints in printed or electronic media. We apologize for any inconvenience.

SERVICES FOR STUDENTS WITH DISABILITIES
UAH Disability Support Services (DSS) provides special accommodations for students with disabilities. Individuals should contact DSS at 256.824.1997 or uah.edu/disability at least one month prior to the start date of class to allow advanced preparation. Official documentation of stated disability is required.

STATE AND ASSOCIATION REQUIREMENTS
To determine whether CEUs may be applied toward professional certification, licensing requirements, or other required training or continuing education hours, consult your training department or licensing authority.

TAX DEDUCTION
Treasury regulations may permit an income tax deduction for educational and training expenses (registration fees, travel, meals, and lodging) undertaken to maintain and improve professional skills.

TRAINING ENVIRONMENT
Courses are presented in the PCS Executive Training Center, unless otherwise noted. Computer technology courses are conducted in state-of-the-art, one-to-one computer labs. Classroom courses are held in rooms designed for the adult learner.
Government and licensing/certifying organizations accept some UAH PCS courses as equivalent credit within their internal systems.

ALABAMA STATE BOARD OF PUBLIC ACCOUNTANCY (ASBC) Many certificates and courses are approved for ASBPA Certified Professional Education (CPE) units. 1 hour of class time is equal to 1 CPE unit.

BOEING LEARNING TOGETHER PROGRAM
As a preferred provider with The Boeing Learning Together Program, UAH PCS offers quality educational opportunities to enhance job performance and improve skill sets. Our courses address the professional needs of the aerospace and defense industry and provide you with the knowledge, skills, and hands-on experience to succeed.

COMPTIA
PCS is a CompTIA Academy Partner. Exam preps eligible for benefits are:
- A+
- Cloud+
- Security+
- CASP®

DEFENSE ACQUISITION WORKFORCE — CONTINUOUS LEARNING POLICY
Acquisition workforce employees must earn 80 Continuous Learning Points (CLPs) every 2 years. All certificates (except Interior Design) are approved for the CLP rate of 1 CEU = 10 CLPs. Defense Acquisition University (DAU) and The UAH Strategic Alliance is an strategic alliance between UAH PCS and DAU, which makes it easy for AT&L employees who have completed DAU ACQ101, Fundamentals of Systems Acquisition Management to complete some of our certificates. Courses eligible for ACQ101 equivalency are:
- Systems Engineering Overview

EC-COUNCIL
UAH PCS is now an EC-Council Accredited Training Center. Courses eligible for benefits:
- Certified Ethical Hacker (CEH™) Exam Prep

EDASSIST™
Partnered together, EdAssist and UAH PCS can help you advance your education and take your career to the next level. Enjoy partnership benefits such as: 5% off the regular registration rate and an easy registration process, with no application fee.

THE INTERNATIONAL COUNCIL ON SYSTEMS ENGINEERING (INCOSE)
INCOSE Huntsville Regional Chapter and UAH PCS partnered to offer Certified Systems Engineering Professional exam preparation. Systems Engineering and Test and Evaluation programs satisfy the requirements for INCOSE Professional Development Units (PDUs). Programs eligible for the INCOSE discount are:
- CSEP Exam Bootcamp

INFORMATION SYSTEMS SECURITY ASSOCIATION (ISSA) UAH PCS is proud to offer North Alabama Chapter ISSA members (NACISSA) a 10% discount on select cyber-related and information systems security courses:
- A+, Security+, and Network+
- Cloud+, CEH™, CISSP®, and CAP®

To learn more about NACISSA membership, visit naissa.org.

NATIONAL CONTRACT MANAGEMENT ASSOCIATION (NCMA)
Federal Contract and Federal Proposal Management programs meet requirements for NCMA continuing professional education. Certificates eligible for the NCMA discount are:
- Federal Contract Management Essentials and Specialization

WORKFORCE INVESTMENT OPPORTUNITY ACT (WIOA) – TUITION ASSISTANCE
Many certificates are approved for tuition assistance through the WIOA. For information on WIOA funding, visit etpl.alabama.gov, or contact your local Alabama Career Center. Madison County residents call 256.851.0537. For information on programs, contact 256.824.4430 or Lane.Fabby@uah.edu. See page 20 for a full course listing.

* Contact Lane.Fabby@uah.edu or 256.824.4430 for additional information.

**FULL PROGRAM DISCOUNT:
Select certificates offer a discounted fee if you register for all courses in the certificate at once. To register, call 256.824.6010.**
We understand the importance of education in today’s world, but we also realize life can sometimes get in the way. The UAH Bachelor of Arts or Science in Professional Studies is an interdisciplinary program designed to meet the needs of working professionals and adult students, balancing academic rigor with flexibility and value. Earn your UAH degree on your terms!

WHY COMPLETE YOUR DEGREE AT UAH?

- We are focused on your specific goals
- Program is structured to fit your busy schedule
- Personal support and encouragement
- UAH has a strong academic reputation
- Transfer up to 75% of previous credits

AVAILABLE CONCENTRATIONS INCLUDE:

- Organizational Studies
- Leadership Strategies and Dynamics
- Technology, Science and Society

Contact us today to discuss your academic pathway!

UAH  THE UNIVERSITY OF ALABAMA IN HUNTSVILLE

College of Professional and Continuing Studies
256.824.6673 • PCSDeansOffice@uah.edu • UAHComplete.uah.edu

CONTINUING EDUCATION UNITS (CEUs)

UAH PCS courses meet requirements for providing CEUs. Please note the following conversion rates into Professional Development Hours (PDH), Continuous Learning Points (CLP), Professional Development Units (PDU), and Certified Professional Education Units (CPE).

- One CEU = 10 clock hours of instruction
- One PDH, CLP, PDU, or CPE = one clock hour of instruction
- One CEU = 10 PDH, CLP, PDU, or CPE

Course completion requires participants to attend 80% of scheduled class meetings (and complete associated exams or projects, if applicable). Participants receive a certificate indicating the number of CEUs earned.

CEUs provide a permanent record of an individual’s educational accomplishments in an organized continuing education experience under responsible sponsorship, capable direction, and qualified instruction. UAH’s use of the CEU follows the accepted criteria and guidelines established by Southern Association of Colleges and Schools Commission on Colleges (SACSCOC), which complies with internationally recognized standards of The International Association for Continuing Education and Training (IACET).
What you need, When and Where you need it!

Do you need to resolve a workforce skills gap, stimulate leadership development, or meet certain contract requirements? UAH's Professional Development Solutions’ team will customize a program that targets your specific organizational training goals. Whether you select a topic from our existing catalog of programs or ask us to develop and deliver specialized training, your team and organization will benefit from the group learning experience.

What you need:
- World-class training designed to meet your organization’s specific needs
- Reduce costs with volume discounts and fewer travel expenses
- One course or an ongoing program
- Subject matter expert instructors
- Professional growth
- Build teamwork

When you need it:
- Choose the dates and times that best fit your schedule
- Online programs are available anytime (offering flexibility for local and remote employees)

Where you need it:
- Save time by training at your location as a team
- Visit UAH's state-of-the-art facility and computer labs

Contact us to learn more about receiving world-class training when and where you need it! 256.824.4430

UAH Campus Map  www.PCS.uah.edu/map

1. Wilson Hall  
2. Bevill Center  
3. Spragins Hall
GAIN THE SKILLS TO ADVANCE YOUR CAREER!

Our professional certificates, short courses, and exam preps will provide you with the latest techniques and best practices in your field to help you not only to reach your goals, but also surpass them. Look through the catalog or visit our website to see all of our 2017 offerings.

ENGINEERING
- Aegis Combat Systems Certificate
- Modeling and Simulation Certificate
- Rocket Propulsion Certificate NEW
- Systems Test and Evaluation Certificate NEW
- Principles of Unmanned Aerial Vehicles (UAVs) NEW
- Fundamentals of Model-Based Systems Engineering with SysML
- Monte Carlo Simulation NEW
- Introduction to Composites: Materials and Mechanics NEW

CYBERSECURITY
- SANS SEC504 NEW
- Network+ Exam Prep
- Security+ Exam Prep
- Certified Ethical Hacker (CEH™) Exam Prep
- CompTia Advanced Security Practitioner (CASP®) Exam Bootcamp NEW
- Certified Authorization Professional (CAP®) Exam Prep
- Certified Network Defender (CND) Exam Prep NEW
- Certified Information Systems Security Professional (CISSP®) Exam Bootcamp

INFORMATION TECHNOLOGY
- Microsoft Certificates
- Master Programmer Certificate NEW
- C++ Developer Certificate
- Java Developer Certificate
- Python Programming NEW
- Using HTML5 and CSS3 NEW
- JavaScript for Beginners NEW
- CCNA® Routing and Switching Exam Prep NEW
- VMWare NEW

MANAGEMENT
- Federal Contract Management Essentials Certificate
- Earned Value Management Certificate
- Interior Design Certificate
- Project Management Certificate
- PMP® Certification Bootcamp
- Supply Chain Management Certificate
- Critical Incident Management NEW
- Increasing Sales, Contracts, and Donations NEW
- Effective Business Writing NEW

LEADERSHIP DEVELOPMENT
- Leadership Essentials Certificate NEW
- Building Effective Leadership Skills NEW
- Employee Management and Leadership
- Strengths-Based Leadership
- Communicating with Influence
- Executive Leadership Certificate NEW
- Creating a High Performing Culture NEW
- Critical Thinking Skills NEW
- Effective Decision Making Skills
- Leveraging Polarities in Organizations