

C1_W1 quiz and weekly challenge

1/ The job description indicates that the job matches your skill set and experience.

2/ The term “Junior” typically refers to a newer role that requires less project management experience.

3/ While you may encounter a different title progression in your career, this is a typical progression. All project managers lead projects from start to finish and serve as guides for their team. However, program managers are responsible for managing many projects at the same time, and portfolio managers are responsible for portfolios of projects or programs for one client.

4/ Using common project management buzzwords in your job search can help you find both project management and project management-related roles, even if those roles do not include “project manager” in the title.

Using skills that are essential for all project managers in your job search can help you find both project management and project management-related roles, even if those roles do not include “project manager” in the title.

Including skills you’ve previously acquired in your job search can help you find jobs that match your experience.

5/ Fill in the blank: In addition to a job title, many companies list project management as a desired _____. → **skill**

6/ Fill in the blank: According to a 2017 Project Management Institute study, industries like manufacturing, construction, information technology, publishing, finance, and oil and gas are experiencing _____ with project management jobs. → **the most amount of growth** compared to other industries

7/ Fill in the blank: A/An _____ allows you to work for a company on a project-by-project basis but not as a full-time employee. → **contract**

8/ Once the project is underway, project managers help manage tasks for the team members and communicate key milestones to stakeholders. What is this project management responsibility called? → **Managing tasks**

9/ Fill in the blank: _____ is the application of knowledge, skills, tools, and techniques to meet the project requirements and achieve the desired outcome. → **Project management**

10/ Fill in the blank: Project management is valuable to businesses because it _____.

→ **helps ensure that a project delivers the** expected outcomes on time and within budget

11/ Which of the following explains how a project manager best accomplishes their responsibilities? Select all that apply.

☐ Establishes the budget after the project begins

☒ **Helps the team get what** they need to keep the project going

- ☐ Assigns project tasks to the appropriately-skilled stakeholders
- ☒ Knows what the project team needs to accomplish and when
- ☒ Communicates key project milestones to stay on task

12/ Fill in the blank: A _____ has a clear outcome and a clearly-defined start and end date. →project

13/ Fill in the blank: It's likely that you have used project management skills in the past, and these skills are _____ in professional project management. →transferable

14/ What required skills are typically listed in project management job postings? Select all that apply.

- ☐ Social media marketing
- ☒ Organizational management
- ☐ Web design
- ☒ Communication skills
- ☒ Budget preparation and monitoring