

BCS IT & Software Engineering Quality Specialist Group (QSG)
Quality Management Institute (QMI) Professional Development
Schedule - Cohort 2 (April 2024 – November 2024)

Facilitators:

Larry Kennedy, PhD, CEO of Quality Management Institute
 Niels Malotaux, Systems Engineering and Project Management Consultant
 Raid AlQaisi, PhD, Chair of QSG
 Professor Margaret Ross, Vice-Chair QSG

TO REGISTER: Email bcg_quality@bcg.org.uk with your completed application form.

Course Infrastructure:

Email communications; bi-weekly Zoom group meeting provided

Date	Activity
<p><i>Independent Learning Activities</i> Time: 30 minutes</p>	<p><i>Getting Started</i></p> <ul style="list-style-type: none"> ● Quality Manager Series Introduction (Video): 6 min ● Getting Started -- Larry Kennedy (Video): 3 min ● Syllabus for Certified Quality Manager Part 1: QM Leadership Essentials (Reading): 10 min
<p>Session 1: 11th April 2024 19:00-20:00 UK 14:00-15:00 ET</p>	<p><i>Team Session:</i></p> <ul style="list-style-type: none"> ● <i>Welcome, Introductions, Expectations</i> ● <i>Curriculum Overview and Certification Requirements</i> ● <i>Introduction to Part 1, Module 1: Zero Defects Attitude</i> ● <i>Q and A</i>
<p><i>Independent Learning Activities</i> Time: 6-8 hours</p>	<p><i>Part 1: Creating a High-Performing QM Work Culture</i> <i>Module 1: The Zero Defects Attitude</i></p> <ul style="list-style-type: none"> ● Lesson 1.1 -- Introduction to the Zero Defects Attitude <ul style="list-style-type: none"> ○ Video: 18 min ● Lesson 1.2 -- Quality Management and Leadership <ul style="list-style-type: none"> ○ Reading: 4 pages ○ Video: 9 min + exam ○ Video: 5 min + exam ● Lesson 1.3 -- Quality Management Methods <ul style="list-style-type: none"> ○ Reading: 18 pages ○ Video: 13 min + exam ● Lesson 1.4 -- Quality Management Values <ul style="list-style-type: none"> ○ Reading: 19 pages ○ Video: 13 min + exam ● Lesson 1.5 -- Quality Management and Reasonable Discussions

	<ul style="list-style-type: none"> ○ Video: 10 min + exam ○ Video: 12 min + exam ● Lesson 1.6 -- Quality Management and Profitability <ul style="list-style-type: none"> ○ Reading: 4 pages ○ Video: 9 min + exam ○ Video: 6 min + exam ● Graded Exam
<p>Session 2: 25th April 2024 19:00-20:00 UK 14:00-15:00 ET</p>	<p><i>Team Session:</i></p> <ul style="list-style-type: none"> ● <i>Review of Module 1</i> ● <i>Q and A with Application</i> ● <i>Introduction to Part 1, Module 2</i>
<p><i>Independent Learning Activities</i> <i>Time: 4-6 hours</i></p>	<p><i>Part 1: Creating a High-Performing QM Work Culture</i> <i>Module 2: Vocational Certainty</i></p> <ul style="list-style-type: none"> ● Lesson 2.1 -- Introduction to Vocational Certainty <ul style="list-style-type: none"> ○ Video: 25 min ● Lesson 2.2 -- Make Sure of Your Calling and Vision (2 parts) <ul style="list-style-type: none"> ○ Reading: 15 pages ○ Video: 8 min + exam ○ Reading: 22 pages ○ Video: 8 min + exam ● Lesson 2.3 -- Commitment to Personal Excellence <ul style="list-style-type: none"> ○ Video: 11 min + exam ● Lesson 2.4 -- Press Towards Continuous Improvement <ul style="list-style-type: none"> ○ Reading: 19 pages ○ Video: 23 min + exam ● Lesson 2.5 -- Measure Your Performance Accurately <ul style="list-style-type: none"> ○ Video: 13 min + exam ● Graded Exam
<p>Session 3: 9th May 2024 19:00-20:00 UK 14:00-15:00 ET</p>	<p><i>Team Session:</i></p> <ul style="list-style-type: none"> ● <i>Review of Module 2</i> ● <i>Q and A with Application</i> ● <i>Introduction to Module 6</i>
<p><i>Independent Learning Activities</i> <i>Time: 5-6 hours</i></p>	<p><i>Part 1: Creating a High-Performing QM Work Culture</i> <i>Module 6: Personal Authenticity</i></p> <ul style="list-style-type: none"> ● Lesson 6.1 -- Introduction <ul style="list-style-type: none"> ○ Video: 16 min ● Lesson 6.2 -- Embrace the Obligations of Leadership <ul style="list-style-type: none"> ○ Reading: 12 pages ○ Video: 24 min + exam ● Lesson 6.3 -- Be Diligent to Make Good Decisions (2 parts) <ul style="list-style-type: none"> ○ Video: 24 min + exam

	<ul style="list-style-type: none"> ○ Video: 11 min + exam ○ Video: 5 min + exam ● Lesson 6.4 -- Subject Yourself to Reality Checks <ul style="list-style-type: none"> ○ Video: 19 min + exam ● Graded Exam
<p>Session 4: 23rd May 2024 19:00-20:00 UK 14:00-15:00 ET</p>	<p><i>Team Session:</i></p> <ul style="list-style-type: none"> ● <i>Review of Module 6</i> ● <i>Q and A with Application</i> ● <i>Introduction to Module 7</i>
<p><i>Independent Learning Activities</i> <i>Time: 3-4 hours</i></p>	<p><i>Part 1 -- Creating a High-Performing QM Work Culture</i> <i>Module 7: Ethical Dependability</i></p> <ul style="list-style-type: none"> ● Lesson 7.1 -- Introduction <ul style="list-style-type: none"> ○ Video: 14 min ● Lesson 7.2 -- Communicate with Intellectual Integrity <ul style="list-style-type: none"> ○ Reading: 12 pages ○ Video: 20 min + exam ● Lesson 7.3 -- Demonstrate Task Faithfulness <ul style="list-style-type: none"> ○ Video: 16 min + exam ● Lesson 7.4 -- Acquire a Disciplined and Prudent Life <ul style="list-style-type: none"> ○ Reading: 20 pages ○ Video: 11 min + exam ● Graded Exam
<p>Session 5: 6th June 2024 19:00-20:00 UK 14:00-15:00 ET</p>	<p><i>Team Session:</i></p> <ul style="list-style-type: none"> ● <i>Review of Module 7 & Reflections on Part 1 -- implications for systems engineering profession</i> ● <i>Q and A with Application</i> ● <i>Introduction to Part 2: Risk-Based QM and Process Monitoring Competencies</i>
<p><i>Independent Learning Activities</i> <i>Time: 5-6 hours</i></p>	<p><i>Part 2 -- Risk-Based QM and Process Monitoring Competencies</i> <i>Module 3: Process Quality and WPA Introduction (Steps 1 and 2)</i></p> <ul style="list-style-type: none"> ● Lesson 3.1: Introduction <ul style="list-style-type: none"> ○ Video: 17 min ● Lesson 3.2 -- Organize Ideas into Work Processes <ul style="list-style-type: none"> ○ Reading: 4 pages ○ Reading: 18 pages ○ Video: 10 min + exam ● Lesson 3.2 -- WPA Step 1 <ul style="list-style-type: none"> ○ Reading: 17 pages ○ Video: 28 min + exam ○ Video: 8 min ● Lesson 3.2 -- WPA Step 2

	<ul style="list-style-type: none"> ○ Video: 21 min + exam ● Graded Exam
<p>Session 6: 20th June 2024 19:00-20:00 UK 14:00-15:00 ET</p>	<p><i>Team Session:</i></p> <ul style="list-style-type: none"> ● <i>Review of Module 3 -- WPA Steps 1 and 2</i> ● <i>Q and A with Application</i> ● <i>Introduction to Module 3: WPA Steps 3 - 5</i>
<p><i>Independent Learning Activities</i> <i>Time: 3-4 hours</i></p>	<p><i>Part 2 -- Risk-Based QM and Process Monitoring Competencies</i> <i>Module 3: Process Quality and WPA Introduction (Steps 3 - 5)</i></p> <ul style="list-style-type: none"> ● Lesson 3.3 -- WPA Step 3 <ul style="list-style-type: none"> ○ Video: 27 min + exam ○ Video: 8 min + exam ● Lesson 3.4 -- WPA Step 4 <ul style="list-style-type: none"> ○ Video: 19 min + exam ● Lesson 3.5 -- WPA Step 5 <ul style="list-style-type: none"> ○ Video 7.5 min + exam ● Graded Exam
<p>Session 7: 4th July 2024 19:00-20:00 UK 14:00-15:00 ET</p>	<p><i>Team Session:</i></p> <ul style="list-style-type: none"> ● <i>Review of Module 3 -- WPA Steps 3 - 5</i> ● <i>Q and A with Application</i> ● <i>Review of Project Demonstrating Excellence (PDE) requirements and schedule</i> ● <i>Introduction to Module 4: Administrative Consistency</i>
<p><i>Independent Learning Activities</i> <i>Time: 6-8 hours</i></p>	<p><i>Part 2 -- Risk-Based QM and Process Monitoring Competencies</i> <i>Module 4: Administrative Consistency</i></p> <ul style="list-style-type: none"> ● Lesson 4.1: Introduction <ul style="list-style-type: none"> ○ Video: 1 min ○ Reading: 12 pages ○ Reading: 22 pages ○ Video: 20 min + exam ● Lesson 4.2: Establish Effective Communications <ul style="list-style-type: none"> ○ Video: 20 min + exam ● Lesson 4.3: Perform Each Task with Due Diligence <ul style="list-style-type: none"> ○ Video 24 min + exam ○ Video: 5 min + exam ● Lesson 4.4: Monitor Every Process for Defects <ul style="list-style-type: none"> ○ Video: 20 min + exam ○ Video: 12 min + exam ● Lesson 4.5: Master the Art of Delegating Responsibility <ul style="list-style-type: none"> ○ Video: 23 min + exam ● Lesson 4.6: Managing Time and Information Wisely <ul style="list-style-type: none"> ○ Video: 25 min + exam ● Graded Exam

<p>Session 8: 18th July 2024 19:00-20:00 UK 14:00-15:00 ET</p>	<p><i>Team Session:</i></p> <ul style="list-style-type: none"> ● <i>Review of Module 4</i> ● <i>Q and A with Application</i> ● <i>Introduction to Module 5: Executive Credibility and Module 8: Creating a QM-KTP Work Culture</i>
<p><i>Independent Learning Activities</i> <i>Time: 4-6 hours</i></p>	<p><i>Part 2 -- Risk-Based QM and Process Monitoring Competencies</i> <i>Module 5: Executive Credibility</i></p> <ul style="list-style-type: none"> ● Lesson 5.1: Introduction <ul style="list-style-type: none"> ○ Video: 1.5 min ○ Reading: 12 pages ● Lesson 5.2: Hold People Reasonably Accountable <ul style="list-style-type: none"> ○ Video: 15 min + exam ● Lesson 5.3: Remain Honourable Under Pressure <ul style="list-style-type: none"> ○ Video: 17 min + exam ● Lesson 5.4: Discern and Pursue the Just Cause <ul style="list-style-type: none"> ○ Video: 15 min + exam ● Lesson 5.5: Care About People <ul style="list-style-type: none"> ○ Video: 11 min + exam ● Graded Exam <p><i>Module 8: Creating a Quality Management - Keeping the Promise Work Culture</i></p> <ul style="list-style-type: none"> ● Lesson 8.1: Introduction <ul style="list-style-type: none"> ○ Video: 1.5 min ○ Reading: 5 pages ○ Reading: 16 pages ● Lesson 8.2: A MAP for Revitalizing Your Work Culture <ul style="list-style-type: none"> ○ Video: 19 min + exam ● Graded Exam
<p>Session 9: 1st August 2024 19:00-20:00 UK 14:00-15:00 ET</p>	<p><i>Team Session</i></p> <ul style="list-style-type: none"> ● <i>Review of Module 5 and 8</i> ● <i>Q and A + cohort reflections</i> ● <i>Project Demonstrating Excellence -- expectations and schedule</i> ● <i>Sharing your PDE</i>
<p><i>Independent Learning Activities</i> <i>Time: 3 months</i></p>	<p>Project Demonstrating Excellence</p> <ul style="list-style-type: none"> ● Work Process Analysis -- independent project work ● PDE Instructions found here in course modules: Part 2 -- Risk-Based QM and Process Monitoring Competencies / Admin-Library Course Resources / 4. Graded Project Demonstrating Excellence

PDE Development Due Dates

Date	Deliverable
15 th August 2024	Step 1 drafted, including initial high-level full process, errors and KPIs drafted.
29 th August 2024	Research for Step 2 complete; process, errors and KPIs refined with relevant team/s and research field notes maintained.
12 th September 2024	Costs calculated for Step 3; supporting research documents maintained.
26 th September 2024	Course of action determined for Step 4; field notes maintained Update resume if needed
10 th October 2024	Process implemented for Step 5; field notes and supporting documents maintained.
24 th October 2024	Executive Summary written KPIs and errors identified and described All supporting documents collected into a PDF
PDE DUE 7 th November 2024	All documentation sent to QMI -- including your name and QMI userID -- to support@QMnation.com using the following file names: <ul style="list-style-type: none"> ● PDE1 ExecSummary-YourLastName-YourFirstName-YourUserID ● PDE2 SupportingDocs-YourLastName-YourFirstName-YourUserID ● PDE3 CV-Resume-YourLastName-YourFirstName-YourUserID
	Presentations: <ul style="list-style-type: none"> ● To QSG full meeting session