UVM Scope, Cost and Procurement – **Preparing for Success: Course Checklist**

The Utility Vegetation Management (UVM) Certificate Program is designed to provide you with the knowledge and skills to efficiently plan and manage a sustainable UVM program. To be most successful in this program you will need:

- Internet and computer access -This 100% online course is accessed through Canvas, a web-based learning platform. For full functionality, Canvas will need to be accessed on a desktop or laptop using <u>Google Chrome</u> as your internet browser. This course <u>cannot</u> be completed on a mobile device/phone only.
- <u>Time</u> You can expect to spend on average 15-20 hours per week completing the readings, discussions, and assignments for this class.
- <u>Support</u> All of the courses in the UVM Program require a strong professional support network, typically within your company, to access the company structure documents and information necessary to complete the required tasks. Individuals who are not affiliated with either a utility or a vegetation management company, we will pair with a mentor/cooperating utility to work with.
- <u>Textbooks</u> This course references 1 additional textbook: <u>Best Management</u> <u>Practices – Tree Inventories (P1318)</u> which can be purchased from ISA.

Course Summary

Topics

- Scope Management
- Program Resource Management
- Program Time (Schedule) Management
- Program Cost (Financial) Management
- Program Procurement (Contract) Management

Tasks

- 277+ pages of Readings
- 5 Discussions (first 5 weeks)
- 10 Learning Journals (weekly)
- 5 Best Practices Wiki

Assignments

- UVM Scope Management Plan & Work Breakdown (spreadsheets & summary)
- Resource Management Plan & Resource Register (spreadsheets & summary)
- Time (Schedule) Management Plan & Schedule (spreadsheets & summary)
- Program Cost (Financial) Management Plan & Program Budget (spreadsheets & summary)
- Procurement (Contract) Management Plan & Procurement Register (spreadsheets & summary)

Once you have read this success guide...

