



COURSE SYLLABUS

Change For Project Professionals

Help project and program managers master the change “moments that matter” to accelerate adoption and improve project outcomes.

ChangeFit 360

changeFit360.com michelle@changeFit360.com 630-251-1755

01 Course Information

Course Description

The **Change for Project Professionals** course focuses on the key moments that matter for project managers and leaders to drive change and improve project outcomes — answering the question: “As a project manager, what is the value of change, and what role do I need to play to help accelerate it?” The course is a perfect complement to the PMBOK® Guide, 7th Edition.

At a Glance

Audience	Project managers, program managers, and anyone involved in project delivery
Format	Instructor-led or virtual live
Duration	8 hours (adaptable 6–8 hours)
Group Size	5–15 participants
Investment	\$500 per participant (volume discounts for groups of 10+)
Credits	8 PDU / CDUs and a verifiable digital completion badge
Aligned With	PMBOK® Guide, 7th Edition
Reinforcement	Optional group and 1-on-1 change coaching post-course

Delivery Options

- Delivered instructor-led or virtual live.
- Designed for groups of 5–15 participants.
- Built for 8-hour delivery; adaptable to 6–8 hours.
- Optional post-course group and 1-on-1 change coaching to reinforce learning.

What Participants Receive

- Course Participant Guide
- Course Exercise Worksheets (including Action Plan)
- Course Job Aid
- Pre- and/or Post-Participant Course Survey (if desired)
- 8 PDU / CDUs
- Verifiable digital course completion badge

What Participants Learn

By the end of the course, participants will be able to:

1. **Articulate** the business value of change management for projects and organizations.
2. **Position** change management as a strategic business advantage for project success.

3. **Assess** your view as a project leader of change and identify opportunities for improvement.
4. **Apply** change management basics.
5. **Practice** and demonstrate the key change “moments that matter” from a project leader’s perspective.

02 Course Outline

#	Learning Topic	Supporting Materials
1	Change as a Process	—
2	The Project Professional's Role in Change	—
3	Moment #1: Analyze Change Impact & Stakeholders	<i>Change Impact Worksheet</i> <i>General Stakeholders for Change Job Aid</i> <i>Change RACI</i> <i>Stakeholder Identification & Analysis Tool</i>
4	Moment #2: Plan for Change Risks	<i>Change Resistance Job Aid</i> <i>Change Readiness Calculator Tool</i>
5	Moment #3: Promote Communication & Engagement for Change	<i>Communication Plan Template</i> <i>Change Story Template</i>
6	Moment #4: Measure & Sustain Change	<i>Sustain the Change Worksheet</i>

03 Investment

\$500 per participant

Volume discounts are available for groups larger than 10 participants.

04 What Participants Say

“I really appreciated how this course was relevant to project managers and our methodology!”

“I really enjoyed the topic and content — the delivery was top-notch!”

“Love this class. Very inspiring.”

“Very informative! Great tools for future use.”

“I enjoy this class very much. I know I will learn something new every time in a ChangeFit 360 class.”

05 Your Facilitator



Michelle Yanahan

Principal, ChangeFit 360 • CCMP™ • Prosci ADKAR Certified

As Principal of ChangeFit 360, Michelle is a passionate organizational change management facilitator, speaker, strategist, and thought leader with proven expertise in building organizational change management as a strategic business competency.

She brings 25+ years of leadership experience and holds a Master's in Organizational Behavior plus CCMP™ and Prosci ADKAR certifications. Michelle has been a featured presenter for ACMP, ATD, the Change Management Institute, Change Management Review, PMI, OD Network, and SHRM.

Why Organizations Choose ChangeFit 360

We understand the importance of choosing a change training partner with a proven track record. When you choose ChangeFit 360, you gain:

1. Training designed and facilitated by Michelle Yanahan, CCMP™ and Prosci ADKAR certified — a working change practitioner with 25+ years of proven business and leadership experience.
2. Practical, ACMP-, ATD-, SHRM-, and ICF-qualified change training that supports all skill levels and the organizational roles needed to build and drive change.
3. Change training backed by a greater-than-90% client and participant satisfaction rating.
4. A full-coverage suite of change training designed for individual roles (leaders, change professionals, project professionals, change champions, subject matter experts, and employees) and key topic areas (change management, change leadership, change agility, and resilience).
5. Content tailored to what your organization needs — including your change framework, project framework, and an active change initiative.
6. Class size capped at 15 participants to enable deep discussion and sharing.

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7. Continuously improved content and delivery, informed by industry trends and participant feedback.
 8. The option for post-course group and 1-on-1 change coaching.

Trusted Across Industries

ChangeFit 360 has developed and delivered expert change management training for participants worldwide, including Fortune 500 organizations across:

**Consumer Products • Education • Energy / Utilities • Financial Services & Insurance •
Manufacturing • Professional Services • Technology**