

## Egg Harbor Twp. Schedule - Sept. 2019

**Atlantic County Canale Training Center**  
**5033 English Creek Avenue Egg Harbor Township, NJ 08234**  
**Capstone Advisor: Dennis Sims**

Tuesdays 8:30 AM - 4:30 PM	Course #	Class Session #	Topic
Sept. 10	#1	1	Orientation
Oct 1 & 8*	#2	2 & 3	Developing Self: Knowing and Managing Yourself
Sept 17 & 24*	#3	4 & 5	Analytical Thinking
Oct. 15 & 22	#4	6 & 7	Managing for Results and Performance Management
Oct. 29	#5	8	Project Management
Wed. Nov. 6, Tues Nov. 12	#6	9 & 10	Quantitative Techniques
Nov. 19	#7	11	Problem Solving and Decision Making
Nov. 26 & Dec 3	#8	12 & 13	Strategic Planning and Work Process Management
<b>Dec. 10</b>		Possible make-up	<b>Take Home Exam #1</b>
Dec. 17 & Jan. 7, 2020	#9	14 & 15	Managing and Leading
Jan. 14 & 21	#10	16 & 17	Developing Personal and Organizational Integrity: Ethics
Jan. 28	#11	18	Leading Change
Feb. 4	#12	19	Managing Teams
Feb. 11 & 18	#13	20 & 21	Communicating Effectively
Feb 25 & March 3	#14	22 & 23	Managing Technology
<b>March 10</b>		Possible make-up	<b>Take Home Exam #2</b>
March 17	#15A	24	Government in New Jersey
March 24	#15B	25	Public Policy
March 31	#15C	26	Constitution & Rule of Law
April 7 & 14	#16	27 & 28	Administration of Law and Dispute Resolution
April 21 & 28	#17	29 & 30	Human Resource Management
May 5 & 12	#18	31 & 32	Budgeting Process and Financial Management
May 19	#19	33	Service Delivery Decision Making
May 26	#20	34	Contemporary Risk Management
June 2 & 9	#21	35 & 36	Leading and Managing in the Public Sector
June 9			Capstone Due
<b>June 16</b>		Possible make-up	<b>Take Home Exam #3</b>
June 23			Capstone Presentation
Summer 2020			Graduation
*schedule change			