

MASTER'S DEGREES AND GRADUATE CERTIFICATES

We offer degrees and certificates in the following disciplines:

- Bioinformatics
- Information Assurance
- Information Technology Management
- Management of Projects and Programs
- Software Engineering
- Virtual Team Management and Communication

THE GPS COMPETITIVE EDGE

- Part of a world-class research university
- More focused than MBA programs
- Instructors are working professionals
- Representatives from leading companies serve on program advisory councils
- Knowledge immediately applicable on the job
- Small class sizes

OUR FLEXIBLE OPTIONS

- Take up to four courses before applying to a program
- GREs and GMATs are not required
- Part-time courses are offered on campus in the evening
- All programs are available online except Bioinformatics
- Sequential degrees are available

BRANDEIS UNIVERSITY
The Rabb School of
Continuing Studies

Division of Graduate
Professional Studies

PO Box 549110
Lower Campus, MS 084
Waltham, MA 02454-9110

781-736-8787
781-736-3420 Fax
gps@brandeis.edu

MASTER OF SCIENCE IN
Virtual Team Management
and Communication

GRADUATE CERTIFICATE IN
Virtual Team Management
and Communication

BRANDEIS
UNIVERSITY



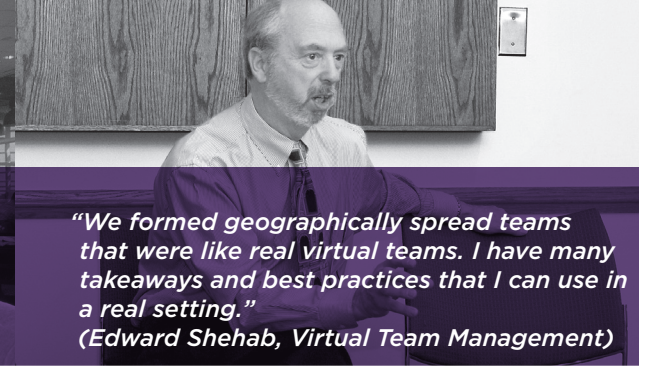
GPS DIVISION OF GRADUATE
PROFESSIONAL STUDIES
RABB SCHOOL OF CONTINUING STUDIES

It is the policy of Brandeis University not to discriminate against any person on account of race, color, ancestry, religious creed, gender, national or ethnic origin, sex, sexual orientation, age, genetic information, disability, veteran status, or any other category protected by federal or state law. The following person has been designated to handle inquiries regarding the nondiscrimination policies: Vice President of Human Resources, Stony Brook building, 781-736-4464.

**BRANDEIS
UNIVERSITY**

www.brandeis.edu/gps

VIRTUAL TEAM MANAGEMENT AND COMMUNICATION



*"We formed geographically spread teams that were like real virtual teams. I have many takeaways and best practices that I can use in a real setting."
(Edward Shehab, Virtual Team Management)*

Virtual team management and communication involves understanding and managing the development and direction of teams at a distance; the dynamic of communication within an organization; the impacts of distance and diversity on business practices and activity; the expectations of diverse legal and ethical environments; and culturally diverse business habits and practices in a worldwide environment.

PROGRAM OUTCOMES

Graduates of this program are prepared to:

- Apply knowledge of virtual team leadership techniques and worldwide environments to foster better virtual team building and direction
- Apply communication theory and methods to create effective communication, team building, and mutual confidence for virtual teams
- Apply knowledge of the virtual communication tools and technology to establish successful ongoing team interaction, communication, and exchange of information
- Formulate and implement strategies for managing distributed employees and teams to maximize their productivity
- Negotiate and manage contracts in various environments and identify and resolve conflicts in a virtual environment

PROGRAM ADVANTAGES

- Provides a communication framework for understanding and managing sociocultural, regulatory, and geographic issues in a worldwide environment
- Presents the technologies of communication and various approaches to distributed team leadership
- Targeted for team members, team leaders, and managers working in virtual and globally distributed teams

PROGRAM DELIVERY

The master's degree and graduate certificate are offered online only. Select elective courses are offered on campus.

MASTER'S DEGREE REQUIREMENTS

REQUIRED COURSES

- Collaboration and Communication Technology in Virtual Environments
- Foundations of Virtual Team Management across Cultures and Geographies
- Management and Leadership of Virtual and Global Teams
- Negotiation and Conflict Resolution
- Organizational Systems and Communications
- Virtual Teams in Worldwide Environments

ELECTIVE COURSES (*Choose four*)

- Challenges in Project Management
- Knowledge Management
- Leadership, Team-Building, and Decision-Making
- Legal and Ethical Issues for Virtual Teams
- Managing New Product Development Projects
- Procurement and Contract Management
- Web Publishing and Content Management

GRADUATE CERTIFICATE

A credit-bearing graduate certificate in virtual team management and communication may be earned as a stand-alone credential. Refer to our Web site at www.brandeis.edu/gps/programscourses/programs/vtm for more details.

ADMISSIONS

Information regarding admission requirements, policies, and procedures may be found at www.brandeis.edu/gps/apply.

CURRENT INFORMATION

Our programs and courses evolve along with the industry. Be sure to check our Web site at www.brandeis.edu/gps/programscourses for the most up-to-date listings of courses and requirements.