

SPRING 2013

Test Prep Workshops



SMU

CONTINUING AND
PROFESSIONAL EDUCATION

The background is a photograph of a classical building with ornate white columns and capitals. In the foreground, there are out-of-focus pink flowers.

CAPE

TEST PREPARATION WORKSHOPS

GMAT, GRE, LSAT, SAT PMP, PMI-RMP, PMI-ACP

If you want your application to be as competitive as possible, there's no better way to prepare than with SMU. Our courses combine hands-on and computer-based instruction to teach you comprehensive, proven test-taking strategies. Build your skills, reduce test-taking anxiety, and feel confident and prepared on test day. SMU offers courses to fit your schedule throughout the academic year and in the summer.

GRADUATE MANAGEMENT ADMISSION TEST (GMAT) PREPARATION COURSE

The GMAT prep class provides 24 hours of in-classroom instruction on the Quantitative, Verbal, Integrated Reasoning and Analytical Writing sections of the GMAT, and prepares you for the Problem Solving and Data Sufficiency questions most typically seen on the GMAT's Quantitative section. Strengthen your Reading Comprehension and Sentence Correction skills with proven tips that help you save time, eliminate mistakes, and improve your score. This course will teach you the critical reasoning skills tested on the GMAT's new Integrated Reasoning section and the Analytical Writing Assessment. This class is ideal for anyone looking to pursue a MBA or other business degree within the next five years.

6 SA, 8 A.M.–12 P.M. 1/26–3/2 or
4 T, 4 TH, 6–9 P.M. 3/26–4/18 or
4 M, 4 W, 6–9 P.M. 6/3–6/26 \$999

GRADUATE MANAGEMENT ADMISSION TEST (GMAT) PREPARATION COURSE **ONLINE**

Enjoy the quality of our traditional classroom GMAT Prep Class from the comfort of your home. The online class format is delivered by a live instructor, providing the interactivity of a classroom experience and the convenience of an online course. Sessions are recorded and made available for review. This comprehensive course includes a review of the mathematical and verbal concepts tested on the GMAT. The critical reasoning skills tested on the new Integrated Reasoning and Analytical Writing sections of the GMAT are also addressed. Course materials are included and shipped directly to you.

4 W, 4 M, 6–9 P.M. 2/20–3/18 or
4 T, 4 TH, 4 SU, 6–8 P.M. 4/2–4/28 or
6 W, 6 M, 6–8 P.M. 7/10–8/19 \$999

GRADUATE RECORD EXAM (GRE) PREPARATION COURSE

This comprehensive GRE prep class covers each of the three main sections of the GRE revised General Test – Analytical Writing, Verbal Reasoning, and Quantitative Reasoning. This 24 hour classroom program will prepare you for all of the question types you are likely to encounter on the GRE. This course is designed for returning students, recent graduates, and current undergraduate students looking for assistance with the complex quantitative and verbal skills needed to succeed on the GRE. All required course materials are included with this program.

6 SA, 1–5 P.M. 1/26–3/2 or
4 W, 4 M, 6–9 P.M. 3/27–4/22 or
4 T, 4 TH, 6–9 P.M. 6/4–6/27 \$999

GRADUATE RECORD EXAM (GRE) PREPARATION COURSE **ONLINE**

Get ready for graduate school with 24 hours of quality live-online instruction. The program is delivered in an easy to follow format and taught by an expert instructor. This interactive class is designed to provide you with the skills necessary to succeed on each section of the GRE. Live lessons give you the opportunity to participate in class discussions and in-class learning exercises. Each session is recorded so that you can watch and review the lessons on your own time. Course materials are included and shipped directly to you.

6 TH, 6 T, 6–8 P.M. 2/7–3/19 or
4 W, 4 M, 6–9 P.M. 3/20–4/15 or
5 T, 4 TH, 3 SU, 6–8 P.M. 4/23–5/21, skip 5/12 or
4 M, 4 W, 6–9 P.M. 6/3–6/26 or
6 T, 6 TH, 6–8 P.M. 7/9–8/15 \$999

LSAT GRADUATE EXAM PREPARATION COURSE

This intensive LSAT prep program includes 30 hours of classroom instruction from experienced exam preparation professionals. The easy to follow program uses proven techniques to simplify the LSAT. Learn easy-to-apply strategies for answering Logical Reason questions and Reading Comprehension passages. This class provides a comprehensive explanation of the Analytical Reasoning logic games and strategies for quickly solving each type of game. LSAT textbooks, study guides, diagnostic exams, and expert instruction are all included. This course is ideal for current undergraduates, recent graduates, and anyone looking to apply to Law School.

5 T, 4 TH, 6–9:20 P.M. 1/8–2/5 or
4 T, 4 TH, 6–9 P.M. 2 SU, 1–4 P.M. 5/14–6/6, skip 5/26 or
5 T, 5 TH, 6–9 P.M. 7/9–8/8 \$999

TEST PREPARATION WORKSHOPS

GMAT, GRE, LSAT, SAT PMP, PMI-RMP, PMI-ACP

LSAT GRADUATE EXAM PREPARATION COURSE

ONLINE

This interactive online class includes 30 hours of instruction from LSAT experts. Students participate in class and practice new skills through structured assignments, practice exams, and in-class exercises. Students will learn new skills for solving the complex logic games found in the Analytical Reasoning section. Easy-to-apply strategies and skills help students improve their score on the Logical Reasoning and Reading Comprehension sections of the exam. This course is ideal for law school applicants seeking the flexibility of an online class and the interactivity of a traditional classroom experience. Course materials are included and shipped directly to you.

5 T, 4 TH, 3 SU, 6–8:30 P.M. 1/8–2/5, skip 2/3 or
5 TH, 5 T, 6–9 P.M. 5/2–6/4 or
10 SU, 5–8 P.M. 6/16–8/18 **\$999**

SAT EXAM PREPARATION COURSE

SAT Prep courses during the academic year prepare students to reach the exam date of their choice at peak performance. These courses meet once per week, allowing participants to practice their new skills during the week. This multi-week format of the SAT Prep Course leads to greater opportunities for learning and interaction with our expert instructors. Courses are conveniently scheduled in the weeks leading up to the most popular SAT dates.

4 SA, 8 A.M.–12 P.M. 2/9–3/2 or
4 SA, 8 A.M.–12 P.M. 4/6–4/27 **\$399**



SAT INTENSIVE COURSE in PLANO THIS SUMMER

July 15–18 and July 29–August 1

The SAT/ACT Summer Institute includes:

- 20 hours of expert classroom instruction
- Four hours of live online review leading up to the fall exam dates
- Course workbook and two course textbooks:
The Official SAT Study Guide – Second Edition
and *The Real ACT Prep Guide*

smu.edu/testprep

Don't just learn about project management, be a professional in the field. SMU can help you become certified in PMP, PMI-RMP and PMI-ACP through our online exam prep courses and take your career to the next level.

PMP® EXAM PREP COURSE

ONLINE

This completely online and self-paced project management program builds successful project managers at all levels of the organization. It provides a comprehensive preparation for the PMP® certification exam including: exam-taking tips, 11 comprehensive module quizzes, and two full-length, 200-question practice exams covering the PMBOK® Guide areas of knowledge, which will provide a report to help you determine your areas of weakness. This course also contains video segments of project management professionals who offer advice and best practices about how to become a more effective project manager.

PDUs/Contact Hours: 35 | CEUs: 3.5 **\$699**

PROJECT RISK MANAGEMENT: PMI-RMP® EXAM PREP

ONLINE

This completely online and self-paced nine-module risk management course helps educate project managers in identifying and responding to project risk. This course provides a comprehensive preparation for the Project Management Institute's PMI-RMP® certification exam including: exercises, self-assessments, and case studies along with exam-taking tips and two full-length, 170-question practice exams covering the required four domains of risk management knowledge.

PDUs/Contact Hours: 30 | CEUs: 3 **\$599**

AGILE CERTIFIED PRACTITIONER (PMI-ACP)™ EXAM PREP

ONLINE

This completely online and self-paced course is designed to prepare learners for the Project Management Institute's Agile Certified Practitioner (PMI-ACP™) exam by exploring the methodologies, practices, tools and techniques that Agilists need to master to become proficient practitioners. Students will increase their knowledge of Agile concepts with interactive exercises, vocabulary games, flashcards and video segments from experienced Agile practitioners. Each student's understanding of key Agile concepts and principles will be tested in several comprehensive module quizzes as well as in two 120-question practice exams designed to mirror the PMI® certification exam process.

PDUs/Contact Hours: 21 | CEUs: 2.1 **\$499**

CONTACT AND REGISTRATION INFORMATION

WEB	smu.edu/cape
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IN PERSON	6116 North Central Expressway, Suite 250, SMU Expressway Towers, Dallas, TX 75206

HOW TO ENROLL

- Enrollment is quick and easy online at smu.edu/cape. You may browse and register for classes by subject, instructor or location. MC/Visa/Discover/Diners Club are accepted.
- You may also print out a registration form from our website and submit it by mail or by fax with credit card information or a check payable to SMU.
- If you call or come by our office, a staff member will be happy to assist you with the registration process.
- Students must enroll before attending a course; instructors are unable to accept enrollment fees nor walk-in students who are not officially registered.

GENERAL INFORMATION

- Classes are limited in size and spaces are assigned on a first-come, first-served basis. Please register early to secure a spot and avoid disappointment. Classes are subject to cancelation due to insufficient enrollment.
- Upon registration, you will receive a confirmation with detailed location and parking information.
- Credit cards and checks are accepted as tuition payment. Some classes require students to purchase additional text books or supplies, others do not.
- SMU Continuing and Professional Education (CAPE) reserves the right to substitute instructors, change course locations, cancel courses, adjust curricula or schedules, limit enrollment or refuse service.
- By participating in SMU CAPE, a participant agrees to abide by all University policies, including the SMU Student Code of Conduct and the SMU Code of Ethics. Failure to abide by these policies will result in participant dismissal.

SPECIAL DISCOUNTS

- Current or retired SMU staff and faculty, current SMU students and all SMU graduates are eligible for discounts on many CAPE courses. Discounts vary depending on program. For more information, please review policies for your specific program of interest.
- CAPE offers special rates for groups of 10 or more, as well as completely customizable programs in an array of content areas. For details on custom training and group discounts, please contact our office.

CAMPUS DESIGNATION AND PARKING

- All courses meet on the main SMU campus in Dallas unless otherwise noted. Parking on campus requires a permit which is provided with CAPE registration at no additional charge. CAPE students may also choose to use SMU visitor parking for a fee.
- A confirmation letter containing course location and a parking permit (Dallas campus) will be emailed to all enrolled students. Enrollees are encouraged to contact the office if confirmation is not received promptly.
- Courses noted with PLANO are held on SMU's Plano campus on Tennyson Parkway. Parking is free at SMU-in-Plano and no permit is required.

CANCELATION, REFUNDS AND TRANSFERS

If you have a situation that prevents you from participating in the course for which you are registered, we will gladly assist you. Partial refund, transfer and escrow options are available to students before the first day of the course. Once a course has started, refunds are not available, but we work with students to provide solutions based on individual program policies. At SMU CAPE, we understand that your time is valuable. It is our pledge to you that we will provide excellent customer service worthy of your expectations. Please visit smu.edu/cape for full policy details for specific programs.

HELP US EXPAND CAPE!

Do you have a new course idea? Are you a prospective instructor? If you'd like to propose a course or teach a class, please submit a Course Definition Form and an Instructor Application Form available online. Proposals are accepted year round and will be considered for the next available academic term. We value your input and look forward to receiving your ideas and suggestions.

Cox School of Business

Fully accredited by the prestigious AACSB, Cox embraces SMU's philosophy that learning is a lifelong process by offering several MBA options for working professionals, as well as Master of Science degrees in accounting, entrepreneurship, finance and management. The Professional MBA, designed for those with at least two years of significant work experience, allows students to customize their coursework and career path with a concentration, and is offered in both Dallas and Plano. The Executive MBA attracts students with an average of 15 years of work experience and provides a general management focus delivered on alternating Fridays and Saturdays over 21 months on the main campus. Both the PMBA and EMBA programs are ranked in the Top 20 by leading business publications and enable participants to deepen their business skills without sacrificing career momentum. Cox Executive Education also offers several graduate certificate programs and professional development courses throughout the year, as well as customized training to companies.

cox.smu.edu/mba

Dedman College of Humanities and Sciences

Based in historic Dallas Hall, Dedman College is the heart of SMU and home to the humanities, social sciences, and natural and mathematical sciences – disciplines fundamental to the traditions of higher education. Dedman offers 30 graduate programs, 18 leading to a Master's degree and 12 to a Ph.D. degree, some of which schedule classes accessible to working professionals. The Godbey Lecture Series is an outreach program sponsored by Dedman to introduce the Dallas community to many of SMU's outstanding faculty and to the exciting scholarly research that takes place in the university.

smu.edu/graduate

Dedman School of Law

Ranked among the premier schools in the U.S., Dedman School of Law offers a part-time evening program for those with full-time careers or other responsibilities seeking a J.D. degree with the same intellectual rigor as the full-time program. Students in the part-time program take the same required courses as full-time students, and courses are taught by the same distinguished faculty. Small classes and an intimate environment foster a commitment to the personal development of every law student. The curriculum is designed so that evening students can earn a law degree in four years, with flexibility to tailor an individual course of study. Graduates can apply their degrees toward a career in law, as well as leadership in other professions.

law.smu.edu

Lyle School of Engineering

Lyle's Graduate Certificate Programs enable students to make a short-term commitment to a specialized area of study to enhance their professional career or continue beyond the certificate to pursue a Master's degree, applicable to real-world problems and innovative solutions. A weekend format as well as on-campus, on-location, and distance education offerings provide learning flexibility and allow students, including military personnel, to earn a certificate or degree from anywhere in the world. Led by industry-savvy instructors, certificates are available in 30 areas including Computer Science and Software; Engineering Management, Information and Systems; Environmental and Civil Engineering; and Mechanical Engineering.

smu.edu/lyle/graduate/prospectivestudents/certificateprograms

Simmons School of Education and Human Development

The Master of Liberal Studies (MLS) is an adventure for the intellectually curious who want to explore all aspects of the human experience while enhancing their critical thinking and leadership skills. Students have the opportunity to study what they are most passionate about and are able to self-design their degree with concentrations in areas such as Organizational Dynamics, Communications, Media and Technology, Human Rights and Social Justice, Creative Writing and more. Students can attend on a part-time or full-time basis, and take advantage of a tuition rate that is significantly reduced. Most courses are offered on the main campus, with some also available on the Plano and Taos campuses.

smu.edu/mls

The Department of Dispute Resolution and Counseling resides on the Plano campus and offers a Masters of Arts degree in Dispute Resolution and a Master of Science degree in counseling. Both programs share a focus on the resolution of problems, whether by professional mediators or licensed therapists, and are tailored to accommodate the adult learner. New terms start every ten weeks and most classes are offered in the evenings, on weekends and occasionally as week-long formats, including unique opportunities for international travel. The department also offers graduate certificate programs, noncredit executive education seminars for organizations and professional continuing education workshops for mental health professionals.

smu.edu/education/departments/disputeresolutioncounseling.asp

