

## Foundations of Project Management Badge

This badge recognizes mastery of the fundamental standards, principles, and methodologies of project management. Learners demonstrate a solid understanding of predictive, agile, and hybrid approaches, and apply foundational tools such as project charters, creating user stories, and product backlogs. Evidence for this badge verifies the learner's ability to analyze project needs and communicate clearly using established project management frameworks.

### Evidence required for badge:

- Project Charter (Session 2)
- User Story + Product Backlog samples (Session 3)
- Methodology Selection Reflection (predictive vs. agile vs. hybrid--all sessions)

<b>NACE Competency</b>	<b>Definition</b>	<b>Badge Evidence / Activities</b>	<b>Developing (&gt;80% avg.)</b>	<b>Competent (between 80-90% avg.)</b>	<b>Accomplished (all 90-100%)</b>
<b>Critical Thinking</b>	Identify and respond to needs based on context and analysis of relevant information.	<ul style="list-style-type: none"> <li>• Session 2 Assessment</li> <li>• Methodology selection reflects understanding of predictive vs. agile vs. hybrid choices for a case scenario</li> <li>• Charter components that show understanding of project constraints and drivers</li> </ul>	Session 2 assessment  Reflects gaps in knowledge and an incomplete grasp of methodology; Charter shows limited or inconsistent understanding of constraints and drivers.	Session 2 assessment  Provides logical knowledge of methodology choice that is mostly accurate and clearly linked to project objectives, stakeholders, and constraints; Solid grasp of key drivers for Charter.	Session 2 assessment  Provides a nuanced, well-supported rationale that compares options and clearly justifies the chosen methodology using constraints, risk, value delivery, and stakeholder needs; Charter demonstrates sophisticated understanding of the project context.
<b>Communication</b>	Clearly and effectively exchange information, ideas,	<ul style="list-style-type: none"> <li>• Session 3 Assessment</li> </ul>	Session 3 assessment  Charter and user stories lack clarity,	Session 3 assessment  Charter and user stories are clear, organized, and	Session 3 assessment  Charter and user stories are concise, polished, and

	and plans with others inside and outside an organization.	<ul style="list-style-type: none"> <li>• Project Charter (purpose, goals, high-level scope, stakeholders)</li> <li>• User stories written in standard format</li> <li>• Basic communication elements embedded in the Charter</li> </ul>	have missing or confusing sections, or use PM terminology inconsistently; audience may struggle to understand intent.	use appropriate PM terminology; content is understandable to a non-expert stakeholder.	tailored to an organizational audience; language is precise, free of errors, and strengthens stakeholder understanding and engagement.
<b>Professionalism</b>	Demonstrate effective work habits, integrity, and accountability while meeting quality standards.	<ul style="list-style-type: none"> <li>• Session 1 Assessment</li> <li>• Complete set of required PM101 artifacts (Charter, user stories, backlog samples, reflection)</li> </ul>	Session 1 assessment  One or more required artifacts are incomplete, missing, or contain significant accuracy issues; exam requirement not met or barely met; attention to detail is inconsistent.	Session 1 assessment  All required artifacts are submitted on time, complete, and mostly accurate; exam score meets the 80% threshold; work shows reliable effort and basic quality control.	Session 1 assessment  All required artifacts are complete, internally consistent, and error-free or nearly so; exam score exceeds the minimum and reinforces demonstrated mastery; work reflects strong ownership and attention to detail.
<b>Technology</b>	Understand and leverage tools and templates to enhance efficiency and quality of work.	<ul style="list-style-type: none"> <li>• Session 1 Assessment</li> <li>• PM templates (Charter, user story/backlog formats)</li> <li>• Digital formatting and organization of submissions</li> </ul>	Session 1 assessment  Understanding of templates inconsistent, misses key fields, or has difficulty following	Session 1 assessment  Understands templates appropriately, required fields with clear structure; digital files are easily navigated.	Session 1 assessment  Understands templates strategically to improve clarity and efficiency; documents that are well-structured, labelled, and organized in a way that models professional PM documentation.

What this badge signals to employers:

- Ability to initiate a project using standard Project Management tools
- Ability to communicate requirements clearly
- Ability to choose and justify a methodology

All competencies in this badge are aligned with the National Association of Colleges and Employers ([NACE](#)) [Career Readiness Competencies](#). To earn this badge, learners must demonstrate a rating of Competent or higher in every competency area and submit all required evidence artifacts as outlined in the rubric. This badge is part of the Project Management Microcredential Pathway; by earning all three badges in the pathway, learners qualify for the Project Management Foundations Microcredential.