

SOAR

LearningWorks

FALL 2026

Effective August 1, 2026

COURSE CATALOG

Build practical, applicable skills in Project Management, Agile, Change Management and AI

- » **Certification Exam Prep Boot Camps**
- » **4-Hour Foundation Courses**
- » **8-Hour Applied Generative AI Course**

Scan the QR code to visit
our website for more
course information



SOAR, LLC
864 E. Park Ave., Tallahassee, FL 32301
(850) 566-1235 | training@soar.llc
www.soar.llc



SOAR*LearningWorks*



Foundation Courses

SOAR's four foundational courses are the perfect starting point for those exploring professional credentialing pathways. Beginner-friendly and packed with immediate applicable skills.

Foundations in Project Management (4 Hours)	Pg. 3
Foundations in Agile Principles and Practices (4 Hours)	Pg. 4
Foundations in Organizational Change Management for Transformation (4 Hours)	Pg. 5
Applied Generative AI to Exercise Sound Judgment (8 Hours)	Pg. 6

Certification Exam Prep Boot Camps

SOAR's certification exam prep boot camps align with the skills and frameworks employers value most across project management, change management and business analysis. All certification exam prep boot camps fulfill the training requirements to sit for their respective PMI or ACMP certification exam.

CAPM® Certification Exam Prep Boot Camp (23 Hours)	Pg. 7
PMP® Certification Exam Prep Boot Camp (35 Hours)	Pg. 8
PMI-ACP® Certification Exam Prep Boot Camp (21 Hours)	Pg. 9
CCMP® Certification Exam Prep Boot Camp (21 Hours)	Pg. 10

Visit the SOAR website for information on course dates/times. <https://www.soar.llc/training>

Current tuition and fees are published separately in the SOAR LearningWorks Schedule of Tuition and Fees, available upon request.

Foundations in Project Management

4 Hours of Instruction | Virtual Live | Instructor-Led

A practical 4-hour introduction to project management principles, tools and terminology — ideal for professionals new to project management or exploring the path toward CAPM® or PMP® certification.

WHO SHOULD TAKE THIS COURSE

This course is designed for:

- Those seeking to learn about project management principles and practices.
- Professionals who may be interested in pursuing a CAPM® or PMP® certification.

WHAT YOU LEARN

1. Learn how to define a project and basic project management terms;
2. Gain an understanding of the project life cycle and PMBOK® knowledge areas;
3. Learn how to develop a project charter and basic project work plan;
4. Develop an understanding of the importance project management activities play in the success of a project.

PMI AUTHORIZED TRAINING PARTNER

SOAR LearningWorks is a Project Management Institute® (PMI) Authorized Training Partner® (ATP), recognized for delivering quality project management education. If this course inspires you to pursue the Certified Associate in Project Management (CAPM®) or the Project Management Professional (PMP®) certifications, our professional certification exam prep boot camps are designed to take you from foundational knowledge to exam-ready.

WHAT YOU GAIN

- 4 hours of in-person or virtual instructor-led training on project management principles
- Project templates that can be implemented immediately in your organization
- Certificate of Completion

SCHEDULING OPTIONS

Multiple scheduling formats are available to align with your work and personal commitments, including daytime, evening and weekend courses. Choose the schedule that works for you!

ABOUT THE SOAR FOUNDATIONS SERIES

The SOAR LearningWorks Foundations Series offers practical, four-hour introductions to the core disciplines of project management, agile practices, and organizational change management. Designed for professionals at any stage of their career, each course delivers immediately applicable knowledge with no prior experience required.

COURSE POLICIES

Course Retake Policy: SOAR offers a complimentary course retake opportunity for certification preparation programs. Participants who complete one of SOAR's certification preparation programs (does not include Foundations courses) and do not pass the certification exam on their first attempt may attend one future session of the same course at no additional cost, provided the class is not full and seats remain available. **Note:** Verification of the first exam attempt failure is required to qualify for a course retake.

Course Refund Policy: All training purchases are final and non-refundable. Please review course details carefully before registering. If SOAR cancels a training, registrants will receive rescheduling options.



REGISTER & LEARN MORE

Scan the QR code or visit the link below to register and choose your course date.

https://www.soar.llc/soar_course/foundations-in-project-management-4-hours/

Questions? Email us at training@soar.llc



Foundations in Agile Principles and Practices

4 Hours of Instruction | Virtual Live | Instructor-Led

A practical 4-hour introduction to agile frameworks including Scrum and Kanban, ideal for professionals new to agile or considering the PMI-Agile Certified Practitioner (PMI-ACP®) certification path.

WHO SHOULD TAKE THIS COURSE

This course is designed for:

- Those seeking a high-level introduction to agile methodologies.
- Professionals who may be interested in obtaining PMI-ACP®.

WHAT YOU LEARN

1. Learn the definition of agile practices and the fundamental principles of agile framework;
2. Gain an understanding of different agile methodologies and how to choose the proper methodology for your projects.

PMI AUTHORIZED TRAINING PARTNER

SOAR LearningWorks is a Project Management Institute® (PMI) Authorized Training Partner® (ATP), recognized for delivering quality project management education. If this course inspires you to pursue the PMI-Agile Certified Practitioner (PMI-ACP®) certification, our professional certification exam prep boot camp is designed to take you from foundational knowledge to exam-ready.

WHAT YOU GAIN

- 4 hours of in-person or virtual instructor-led training on agile principles and methodologies
- Project templates that can be implemented immediately in your organization
- Certificate of Completion

SCHEDULING OPTIONS

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https://www.soar.llc/soar_course/foundations-in-agile-principles-and-practices-4-hours/-4-hours/

Questions? Email us at training@soar.llc



Foundations in Organizational Change Management for Transformation

4 Hours of Instruction | Virtual Live | Instructor-Led

A 4-hour practical introduction to organizational change management principles and tools. This course is ideal for professionals new to OCM exploring the path toward CCMP® certification.

WHO SHOULD TAKE THIS COURSE

This course is designed for:

- Those seeking to learn the basics of organizational change management principles and practices.
- Professionals who may be interested in pursuing a CCMP®.

WHAT YOU LEARN

1. Learn key concepts of organizational change management as they align to the ACMP Standard for Change Management® (The Standard);
2. Gain an understanding of managing change projects including assessing the change effort, developing a strategy and plan, managing stakeholders and completing the change effort;
3. Learn how to use tools to organize and manage change activities.

ACMP Qualified Education Provider™ (QEP)

SOAR LearningWorks is an ACMP Qualified Education Provider™ (QEP), recognized for delivering quality change management education. If this course inspires you to pursue the Certified Change Management Professional (CCMP®) designation, our CCMP® Certification Exam Prep Boot Camp is designed to take you from foundational knowledge to exam-ready.

WHAT YOU GAIN

- 4 hours of in-person or virtual instructor-led training on ACMP's Standard for Change Management®
- Project templates that can be customized to fit your OCM projects and are aligned with the ACMP Standard for Change Management®
- Certificate of Completion

SCHEDULING OPTIONS

Multiple scheduling formats are available to align with your work and personal commitments, including a daytime, evening and weekend courses. Choose the schedule that works for you!

ABOUT THE SOAR FOUNDATIONS SERIES

The SOAR LearningWorks Foundations Series offers practical, four-hour introductions to the core disciplines of project management, agile practices, and organizational change management. Designed for professionals at any stage of their career, each course delivers immediately applicable knowledge with no prior experience required.

COURSE POLICIES

Course Retake Policy: SOAR offers a complimentary course retake opportunity for certification preparation programs. Participants who complete one of SOAR's certification preparation programs (does not include Foundations courses) and do not pass the certification exam on their first attempt may attend one future session of the same course at no additional cost, provided the class is not full and seats remain available. **Note:** Verification of the first exam attempt failure is required to qualify for a course retake.

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https://www.soar.llc/soar_course/organizational-change-management-for-transformation-4-hours/

Questions? Email us at training@soar.llc



Applied Generative AI to Exercise Sound Judgment

8 Hours of Instruction | Virtual Live | Instructor-Led

A full-day hands-on program for audit, compliance, and oversight professionals who need practical AI skills, not just literacy, to exercise sound judgment in an AI-enabled work environment.

WHO SHOULD TAKE THIS COURSE

This course is designed for:

- Florida public-sector auditors, investigators, inspectors, and Inspector General staff
- Oversight and accountability professionals who need practical AI application skills, not just awareness
- Government employees responsible for compliance reviews, investigative reporting, or audit planning who want to use AI tools confidently and with appropriate safeguards
- Public-sector team leads and managers seeking to build repeatable, auditable AI workflows

WHAT YOU LEARN

- Understand how AI systems work and recognize when AI output is reliable versus prone to failure
- Navigate the generative AI tool landscape and match the right tool to the right task
- Apply the CLEAR prompting framework to produce structured, reliable outputs and reduce hallucinations
- Identify and manage AI risks including hallucinations, bias, and data leakage in alignment with regulatory and organizational policy expectations
- Use the ACTS-AI methodology to classify tasks and integrate AI responsibly into your organization's workflows and operations
- Build reusable prompt templates and auditable AI workflows for consistency and accountability

WHAT YOU GAIN

- A full day of in-person or virtual instructor-led training tailored to your organization's roles, workflows, and priorities
- Hands-on experience applying AI tools including Microsoft Copilot across Word, Excel, and Outlook
- Practical, role-specific exercises in summarization, analysis, reporting, and communication tasks relevant to your team
- Reusable CLEAR prompt templates ready for immediate use in your organization
- Certificate of Completion
- This training is customized for your organization; contact SOAR to discuss your needs and schedule your session

SCHEDULING OPTIONS

This course is offered as a one-day intensive course. Follow the link below to see available course dates.

ABOUT THE SOAR FOUNDATIONS SERIES

The SOAR LearningWorks Foundations Series offers practical, 4- and 8-hour introductions to the core disciplines of project management, agile practices, organizational change management and generative AI. Designed for professionals at any stage of their career, each course delivers immediately applicable knowledge with no prior experience required.

COURSE POLICIES

Course Retake Policy: SOAR offers a complimentary course retake opportunity for certification preparation programs. Participants who complete one of SOAR's certification preparation programs (does not include Foundations courses) and do not pass the certification exam on their first attempt may attend one future session of the same course at no additional cost, provided the class is not full and seats remain available. **Note:** Verification of the first exam attempt failure is required to qualify for a course retake.

Course Refund Policy: All training purchases are final and non-refundable. Please review course details carefully before registering. If SOAR cancels a training, registrants will receive rescheduling options.



REGISTER & LEARN MORE

Scan the QR code or visit the link below to register and choose your course date.

https://www.soar.llc/soar_course/applied-generative-ai-for-public-sector-oversight-professionals-8-hours/

Questions? Email us at training@soar.llc



CAPM® Certification Exam Prep Boot Camp

Certified Associate in Project Management

23 Hours of Instruction | Virtual Live | Instructor-Led



Prepares aspiring project managers to sit for the CAPM® exam, covering project management fundamentals, agile principles, and predictive methodologies through 23 hours of instructor-led training. Flexible scheduling options are available to fit your schedule, whether you prefer an immersive multi-day experience or a format spread across two weeks.

WHO SHOULD TAKE THIS COURSE

This course is designed for:

- Those seeking to learn project management principles, agile practices, and predictive methodologies
- Professionals interested in obtaining the CAPM® credential

WHAT YOU LEARN

1. Learn the fundamentals of project management, agile principles and predictive methodologies for project planning and execution;
2. Understand the project life cycle and key project performance areas necessary to deliver a successful project outcome;
3. Learn how to manage project communications, project risks and stakeholder engagement;
4. Gain skills for measuring project performance and assessing progress to mitigate risks;
5. Learn practical skills and resources to help you prepare for the CAPM® certification exam.

PMI AUTHORIZED TRAINING PARTNER

SOAR LearningWorks is a PMI Authorized Training Partner, ensuring this course meets the quality standards required by PMI for CAPM® exam preparation.

WHAT YOU GAIN

- 23 hours of instructor-led training aligned to the CAPM® exam content outline
- Official PMI course materials, included with enrollment
- Project templates that can be customized to fit your projects and be put to use immediately
- Strategies to prepare for the CAPM® certification exam
- Certificate of Completion

SCHEDULING OPTIONS

Multiple scheduling formats are available to align with your work and personal commitments — including an intensive consecutive-day option and a spread-across-two-weeks format. Choose the schedule that works for you!

CAPM® EXAM ELIGIBILITY REQUIREMENTS

To sit for the CAPM® exam, PMI requires candidates to meet the following criteria:

1. **Education:** Secondary degree — high school diploma, GED, or global equivalent
2. **Training:** 23 hours of project management education completed before the exam
3. **Experience:** No professional experience required

NOTE: this course fulfills the full 23-hour PMI training requirement. The CAPM® exam fee is paid separately to PMI (\$225 for members / \$300 for non-members).

COURSE POLICIES

Course Retake Policy: SOAR offers a complimentary course retake opportunity for certification preparation programs. Participants who complete this certification preparation program and do not pass the certification exam on their first attempt may attend one future session of the same course at no additional cost, provided the class is not full and seats remain available. **Note:** Verification of the first exam attempt failure is required to qualify for a course retake.

Course Refund Policy: All training purchases are final and non-refundable. Please review course details carefully before registering. If SOAR cancels a training, registrants will receive rescheduling options.



REGISTER & LEARN MORE

Scan the QR code or visit the link below to register and choose your course date.

https://www.soar.llc/soar_course/capm-certification-boot-camp-23-hours/

Questions? Email us at training@soar.llc



PMP® Certification Exam Prep Boot Camp

Project Management Professional

35 Hours of Instruction | Virtual Live | Instructor-Led



Designed for experienced project managers ready to earn their PMP®, this 35-hour boot camp aligns with the PMP Exam Content Outline, covering all three domains — People, Process, and Business Environment — with real-world case studies and practice exams.

WHO SHOULD TAKE THIS COURSE

This course is designed for:

- Those seeking to learn about project management principles and practices.
- Professionals interested in obtaining a PMP®.

WHAT YOU LEARN

1. Learn how to create a high performing team to achieve project goals;
2. Gain knowledge of project management methods and practices essential to meeting planning your project including governance structure;
3. Learn how to manage project stakeholders and lead your project team to keep your timeline on track;
4. Develop valuable skills to evaluate project progress, impacts on the organization and how manage risks and changes that can take your project off-track;
5. Learn practical skills for studying and preparing to take the PMP® certification exam.

PMI AUTHORIZED TRAINING PARTNER

SOAR LearningWorks is a PMI Authorized Training Partner, ensuring this course meets the quality standards required by PMI for PMP® exam preparation.

NOTE: This course fulfills the full 35-hour PMI training requirement.

WHAT YOU GAIN

- 35 hours of in-person or virtual instructor-led training to prepare you for the PMP® certification exam
- Official PMI course materials, included with enrollment
- Project templates that can be customized to fit your projects and are aligned with the Project Management Body of Knowledge (PMBOK®)
- Strategies to prepare for the PMP® certification exam
- Certificate of Completion

SCHEDULING OPTIONS

Multiple scheduling formats are available to align with your work and personal commitments — including an intensive consecutive-day option and a spread-across-two-weeks format. Choose the schedule that works for you!

PMP® EXAM ELIGIBILITY REQUIREMENTS

To sit for the PMP® exam, PMI requires candidates to meet the following criteria:

1. **Education:** Secondary degree or bachelors degree and above
2. **Training:** 35 hours of project management education completed before the exam
3. **Experience:** Experience hours based on level of Education (Secondary - 60 months | Bachelor degree - 36 months)

NOTE: The PMP® exam fee is paid separately to PMI.

COURSE POLICIES

Course Retake Policy: SOAR offers a complimentary course retake opportunity for certification preparation programs. Participants who complete this certification preparation program and do not pass the certification exam on their first attempt may attend one future session of the same course at no additional cost, provided the class is not full and seats remain available. **Note:** Verification of the first exam attempt failure is required to qualify for a course retake.

Course Refund Policy: All training purchases are final and non-refundable. Please review course details carefully before registering. If SOAR cancels a training, registrants will receive rescheduling options.



REGISTER & LEARN MORE

Scan the QR code or visit the link below to register and choose your course date.

https://www.soar.llc/soar_course/pmp-certification-boot-camp-35-hours/

Questions? Email us at training@soar.llc



PMI-ACP® Certification Exam Prep Boot Camp

PMI Agile Certified Practitioner

21 Hours of Instruction | Virtual Live | Instructor-Led



This course prepares agile practitioners to earn the PMI-Agile Certified Practitioner (PMI-ACP®) credential through 21 hours of instructor-led training covering agile frameworks, adaptive planning, and exam strategies.

WHO SHOULD TAKE THIS COURSE

This course is designed for:

- Those seeking to learn about agile project principles and practices.
- Professionals interested in obtaining PMI-ACP®.

WHAT YOU LEARN

1. Learn how to develop an agile mindset that supports collaboration and continuous improvement;
2. Develop leadership and team building skills that promote team capacity and reduce conflict to bolster results;
3. Learn how to manage sprints and prioritize value to support project alignment with organization needs and goals;
4. Gain skills to optimize project workflows, monitor progress and reduce waste with a focus on continuous improvement deliver a successful project;
5. Learn about the structure of the PMI-ACP® certification exam and study tips and resources to help you prepare for a successful test outcome.

PMI AUTHORIZED TRAINING PARTNER

SOAR LearningWorks is a PMI Authorized Training Partner, ensuring this course meets the quality standards required by PMI for PMI-ACP® exam preparation.

NOTE: This course fulfills the full 21-hour PMI training requirement.

COURSE POLICIES

Course Retake Policy: SOAR offers a complimentary course retake opportunity for certification preparation programs. Participants who complete this certification preparation program and do not pass the certification exam on their first attempt may attend one future session of the same course at no additional cost, provided the class is not full and seats remain available. **Note:** Verification of the first exam attempt failure is required to qualify for a course retake.

Course Refund Policy: All training purchases are final and non-refundable. Please review course details carefully before registering. If SOAR cancels a training, registrants will receive rescheduling options.

WHAT YOU GAIN

- 21 hours of in-person or virtual instructor-led training
- Project templates that can be customized to fit your projects and are aligned with agile principles and methodologies
- Strategies to prepare for the PMI-ACP® certification exam
- Certificate of Completion

SCHEDULING OPTIONS

Multiple scheduling formats are available to align with your work and personal commitments. Choose the schedule that works for you!

PMI-ACP® EXAM ELIGIBILITY REQUIREMENTS

PMI requires candidates to meet the following criteria:

1. **Education:** Secondary degree or bachelor's degree and above
2. **Training:** 21 hours of agile practices, frameworks and methodologies completed before the exam
3. **Experience:** You must meet ONE of the following:
 - 2 years of agile experience (in the past 5 years)
 - Degree from a GAC-accredited program, plus 1 year of agile experience
 - Third-party agile certification, plus 1 year of agile experience
 - PMP® certification

NOTE: The PMI-ACP® exam fee is paid separately to PMI.



REGISTER & LEARN MORE

Scan the QR code or visit the link below to register and choose your course date.

https://www.soar.llc/soar_course/pmi-acp-certification-boot-camp-21-hours/

Questions? Email us at training@soar.llc



CCMP® Certification Exam Prep Boot Camp

Certified Change Management Professional

21 Hours of Instruction | Virtual Live | Instructor-Led



This course prepares change management professionals to sit for the CCMP® exam through 21 hours of deep-dive training on the ACMP Standard for Change Management®, including real-world application and exam strategies.

WHO SHOULD TAKE THIS COURSE

This course is designed for:

- Those seeking to learn about organizational change management principles and practices.
- Professionals interested in obtaining CCMP®.

WHAT YOU LEARN

- Learn the core concepts and principles of OCM as organized in the ACMP Standard for Change Management®
- Select and apply change management tools to support evaluation, planning, and execution of change projects
- Develop change management strategies and plans aligned with organizational vision and mission
- Coach sponsors and manage stakeholders to reduce resistance and elevate change leaders
- Measure change outcomes and benefit realization to support sustainability and continuous improvement

ACMP Qualified Education Provider™

SOAR LearningWorks is an ACMP Qualified Education Provider (QEP™), ensuring this course meets the quality standards required by ACMP for CCMP® exam preparation.

NOTE: This course fulfills the full 21-hour ACMP training requirement.

WHAT YOU GAIN

- 21 hours of in-person or virtual instructor-led training on ACMP's Standard for Change Management®
- Project templates that can be customized to fit your OCM projects and are aligned with the ACMP Standard for Change Management®
- Strategies to prepare for the CCMP® certification exam
- Certificate of Completion

SCHEDULING OPTIONS

Multiple scheduling formats are available to align with your work and personal commitments, including an intensive consecutive-day option and multiple-week evening format. Choose the schedule that works for you!

CCMP® EXAM ELIGIBILITY REQUIREMENTS

To sit for the CCMP® exam, ACMP requires candidates to meet the following criteria:

1. **Education:** Secondary degree or bachelor's degree and above
2. **Training:** 21 hours of organizational change management education completed before the exam
3. **Experience:** Experience hours based on level of Education (Secondary - 7000 hours | Bachelor degree - 4200 hours)

NOTE: The CCMP® exam fee is paid separately to ACMP.

COURSE POLICIES

Course Retake Policy: SOAR offers a complimentary course retake opportunity for certification preparation programs. Participants who complete this certification preparation program and do not pass the certification exam on their first attempt may attend one future session of the same course at no additional cost, provided the class is not full and seats remain available. **Note:** Verification of the first exam attempt failure is required to qualify for a course retake.

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