

**NM EDGE Roadmap to Certification**  
**Classes September 18-21, 2017**  
**NMSU Albuquerque Center at CNM**

**NM EDGE** is a program of New Mexico Cooperative Extension Service (email us at [nmedge@nmsu.edu](mailto:nmedge@nmsu.edu))

Featuring the NM Certified Public Manager® (CPO, CPS, & CPM)

Public Sector Specializations, County College & Certified Advocate for Public Ethics (CAPE)

NM EDGE Classes are open to all public sector officials and employees. Check [nmedge.nmsu.edu](http://nmedge.nmsu.edu) for other certifications in which these may apply.

Honing Your NM EDGE	Session #	Session Times	CPO Classes ↓	CPS Classes ↓	CPM Classes ↓	Ethics ↓	AO Classes ↓	CL Classes ↓	CL Classes ↓	TO Classes ↓	CES ↓	IT ↓	JP ↓	NMP ↓
Monday Sept 18	1	1-4 pm →	<b>CPM 151</b> Foundation for Comm  <b>CPM 161</b> Making Most of the Web	<b>CPM 143</b> Purchasing & Procurement  <b>CPM 113</b> Knowing the Law I	<b>CPM 155</b> Improving Presentation Skills			<b>CPM 253</b> Writing Resolutions, Ordinances & Minutes	(CPM 253) (CPM 151) (CPM 113) (CPM 161)	(CPM 113) (CPM 143)	(CPM 151) (CPM 155) (CPM 161)	(CPM 151)	(CPM 151)	(CPM 143)  (CPM 151)
	2	5:30 – 8:30 pm →	<b>CPM 261</b> Current Issues in IT	<b>CPM 141</b> Public Finance  <b>CPM 212</b> Contractual Obligations & Govts	<b>CPM 158</b> Managing Your Public Image		(CPM 141) (CPM 158)	(CPM 159)	<b>CPM 159</b> Parliamentary Procedure & Rules of Order (CPM 212) (CPM 261)	(CPM 141)	<b>CO 272</b> Comm. Econ Dev: (CPM 158, 159, 261) <b>Cancelled</b>		(CPM 141)	
Tuesday Sept 19	3	8:30 – 11:30 am →	<b>CPM 111</b> Knowing Your Govt	<b>CPM 132</b> Eliminating Discrimination in the Workplace <b>Cancelled</b>  <b>CPM 241</b> Budgeting I (take 242 same day)	<b>CPM 252</b> Mediation Techniques	<b>PE 110A</b> Ethics: Know the Law I		(CPM 111)	(CPM 111)	(CPM 111) (CPM 241)	<b>CPM 126</b> Self-Mgt for a Sust Career (CPM 111, 132)		(CPM 111) (CPM 132)	(CPM 111)
	4	1-4 pm →	<b>CPM 156</b> Improving Writing Skills	<b>CPM 242</b> Budgeting II (take 241 same day)	<b>CPM 271</b> Role of Research in Public Service	<b>PE 110B</b> Ethics: Know the Law II	<b>AO/TO 100</b> Roles & Resp of AO & TO Offices	<b>CL 101</b> Election Law I	(CPM 156)	AO/TO 100 (CPM 242)	(CPM 156)		(CPM 156)	

Cancelled Classes: CO 272; CPM 132; CPM 137

UPDATED: Sept. 7, 2017

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	5	5:30 – 8:30 pm ➡	<b>CPM 131</b> General HR Law  <b>CPM 154</b> Effective Meetings by Design	<b>CPM 137</b> Discipline & Termination <b>(Cancelled)</b>		<b>CPM 125</b> Developing a Prof Workpl	(CPM 131)	<b>CL 102</b> Election Law II (CPM 131)	(CPM 125)	<b>TO 101</b> Resources for TO Officials (CPM 131)	(CPM 125, 137, 154)		(CPM 131)	(CPM 131)
Wednesday Sept 20	6	8:30 – 11:30 am ➡	<b>CPM 138</b> Conflict Resolutn Among Employee	<b>CPM 124</b> Grant Writing I (take 224 same day)	<b>CPM 262</b> Using Tech to Improve Organization	<b>CPM 112</b> Answer the Call to Public Service	<b>AO 104</b> Property Valuation Appeal	<b>CL 103</b> Election Law III	(CPM 112)		(CPM 112, 124, 138)		(CPM 112)	(CPM 112)
	7	1-4 pm ➡	<b>CPM 157</b> Creating a Service-Oriented Culture	<b>CPM 224</b> Grant Writing II (take 124 same day)	<b>CPM 272</b> Research Tool for Decision Making		<b>AO 111</b> Tax Roll Correction (CPM 157)	<b>CL 107</b> Admin Procedures Act			(CPM 157) CPM 224)	<b>IT 157</b> IT Customer Service & Education		(CPM 157)
Thursday Sept 21	8	8:30 – 11:30 am ➡	<b>CPM 142</b> Ethics & Managing Public Funds	<b>CPM 139</b> Creating an Ethical Culture  <b>CPM 221</b> Leading Others	<b>CPM 274</b> Evaluating Public Programs		<b>AO 112</b> Determination & Trtmt Tax Exempt Properties	<b>CL 111</b> Property & Understanding Maps & Plats	(CPM 142)	(CPM 142)	(CPM 142)		<b>JP 101</b> Best Practices Facility Ops <b>Live on-line</b>	(CPM 139) (CPM 142)
	9	1-4 pm ➡	<b>CPM 121</b> Ethics & Professionalism  <b>CPM 144</b> Risk Mgt	<b>CPM 133</b> Creating a Safe & Productive Workplace		<b>PE 128</b> Walk the Talk	<b>AO 116</b> Special Tax Districts (CPM 144) (CPM 121)	<b>CL 112</b> Public Records & Inspection of Public Records	(CPM 121) (CPM 144)	(CPM 144)	(CPM 121)	(CPM 121) (CPM 144)	<b>JP 121</b> Sexual Miscond <b>Live on-line</b> (CPM 121, 133, 144)	(CPM 121) (CPM 144)

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