

# Project Management Professional (PMP) Certification Program

Learn via: **Clasroom**

Duration: **5 Day**

## **Overview**

In this course, you'll gain the essential preparation needed to pass the PMP and CAPM® exams. Concentrating on exam content from A Guide to the Project Management Body of Knowledge, (PMBOK® Guide) - Fifth Edition and other sources, this course includes a wide variety of learning tools and study aids, all using Project Management Institute (PMI)® terminology.

Learning activities in this Boot Camp target each of the three major learning styles: visual, auditory, and kinesthetic. Using the simple tool in our study guide, you can identify your learning style. You will receive three suggestions for approaches to studying for the exam that focus on the strengths of each learning style, including yours.

## **Prerequisites**

There are no prerequisites for this course.

## **Who Should Attend**

Associate project managers, project managers, IT project managers, project coordinators, project analysts, project leaders, senior project managers, team leaders, product managers, program managers, project sponsors, and project team members seeking the PMP or CAPM certification.

## **What You Will Learn**

- Prepare to take the PMP or CAPM® exams
- Become familiar with PMBOK® Guide terms, definitions, and processes
- Master test-taking techniques
- Learn styles and types of questions found on the PMP or CAPM exams
- PMBOK® Guide's five process groups, ten knowledge areas, and the area of professional and social responsibility

## **Training Outline**

### **1. Introduction**

- PMP and CAPM Exam Requirements
- Exam Questions
- Maintaining Certification
- Exam-Taking Tips
- Pre-Test

### **2. Project Management Concepts**

- PM Definitions
- Organizational Structure
- Project Life Cycle and the Project Management Process Groups
- Code of Ethics and Professional Responsibility
- Practice Test

### **3. PM Process Groups and Knowledge Areas**

- PM Process Groups

- PM Knowledge Areas

#### **4. Project Integration Management**

- Overview of Project Integration Management
- Develop Project Charter
- Develop Project Management Plan
- Direct and Manage Project Work
- Monitor and Control Project Work
- Perform Integrated Change Control
- Close Project or Phase
- Practice Exercises
- Practice Test

#### **5. Project Scope Management**

- Overview of Project Scope Management
- Plan Scope Management
- Collect Requirements
- Define Scope
- Create WBS
- Validate Scope
- Control Scope
- Practice Exercises
- Practice Test

#### **6. Project Time Management**

- Overview of Project Time Management
- Plan Schedule Management
- Define Activities
- Sequence Activities
- Estimate Activity Resources
- Estimate Activity Duration
- Develop Schedule
- Control Schedule
- Practice Exercises
- Practice Test

#### **7. Project Cost Management**

- Overview of Project Cost Management
- Plan Cost Management
- Estimate Costs
- Determine Budget
- Control Costs
- Practice Exercises
- Practice Test

#### **8. Project Quality Management**

- Overview of Project Quality Management
- Plan Quality Management
- Perform Quality Assurance
- Control Quality
- Practice Exercises
- Practice Test

#### **9. Project Human Resource Management**

- Overview of Project Human Resource Management
- Plan Human Resource Management
- Acquire Project Team
- Develop Project Team

- Manage Project Team
- Practice Exercises
- Practice Test

## **10. Project Communications Management**

- Overview of Project Communications Management
- Plan Communications Management
- Manage Communications
- Control Communications
- Practice Exercises
- Practice Test

## **11. Project Risk Management**

- Overview of Project Risk Management
- Plan Risk Management
- Identify Risks
- Perform Qualitative Risk Analysis
- Perform Quantitative Risk Analysis
- Plan Risk Response
- Control Risks
- Practice Exercises
- Practice Test

## **12. Project Procurement Management**

- Overview of Project Procurement Management
- Plan Procurement Management
- Conduct Procurements
- Control Procurements
- Close Procurements
- Practice Exercises
- Practice Test

## **13. Project Stakeholder Management**

- Overview of Stakeholder Management
- Identify Stakeholders
- Plan Stakeholder Management
- Manage Stakeholder Engagement
- Control Stakeholder Engagement
- Practice Exercises
- Practice Test
- End of Course Review
- Simulated Practice Exam