

Course content |

In this PMPXP course, you'll gain the essential knowledge, tools, and techniques needed to pass the PMP and CAPM exams. Concentrating on exam content from the Guide to the Project Management Body of Knowledge-Fourth Edition (PMBOK® Guide) and other sources, this course includes a wide variety of learning tools and study aids, all using PMI® terminology and standards. This course provides PMP® candidates the opportunity to effectively organize and plan completion of their PMP® Exam preparation in just FIVE consecutive days of intensive training.

What You'll Learn

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

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
- Project team members seeking the PMP or CAPM certification

Course details |

1. Introduction

- Introduction to PMI and PMBOK
- Introduction to PMP
- What is a Project?
- What is Project Management?
- Relationship Among Project Management, Program Management, and Portfolio Management
- Project Management and Operations Management
- Role of a Project Manager
- Project Management Body of Knowledge
- Enterprise Environmental Factors
- Unit Test and Assessment

2. Project Life Cycle and Organization

- The Project Life Cycle
- Projects vs. Operational Work
- Stakeholders
- Organizational Influences on Project Management
- Unit Test and Assessment

3. Project Management Process Groups

- Initiation Process Groups
- Planning Process Groups
- Executing Process Groups
- Monitoring and Controlling Process Groups
- Closing Process Groups
- Unit Test and Assessment

4. Project Integration Management

- Develop Project Charter
- Develop Project Management Plan
- Direct and Manage Project Execution
- Monitor and Control Project Work
- Perform Integrated Change Control
- Close Project or Phase
- Unit Test and Assessment

5. Project Scope Management
 - Collect Requirements
 - Define Scope
 - Create WBS
 - Verify Scope
 - Control Scope
 - Unit Test and Assessment
6. Project Time Management
 - Define Activities
 - Sequence Activities
 - Estimate Activity Resources
 - Estimate Activity Duration
 - Develop Schedule
 - Control Schedule
 - Unit Test and Assessment
7. Project Cost Management
 - Estimate Costs
 - Determine Budget
 - Control Costs
 - Unit Test and Assessment
8. Project Quality Management
 - Plan Quality Planning
 - Perform Quality Assurance
 - Perform Quality Control
 - Unit Test and Assessment
9. Project Human Resource Management
 - Develop Human Resource Plan
 - Acquire Project Team
 - Develop Project Team
 - Manage Project Team
 - Unit Test and Assessment
10. Project Communications Management
 - Identify Stakeholders
 - Plan Communications
 - Distribute Information
 - Manage Stakeholder Expectations
 - Report Performance
 - Unit Test and Assessment
11. Project Risk Management
 - Plan Risk Management
 - Identify Risks
 - Perform Qualitative Risk Analysis
 - Perform Quantitative Risk Analysis
 - Plan Risk Responses
 - Monitor and Control Risks
 - Unit Test and Assessment
12. Project Procurement Management
 - Plan Procurements
 - Conduct Procurements
 - Administer Procurements
 - Close Procurements
 - Unit Test and Assessment
13. PMP Code of Professional Conduct
 - Vision and Applicability
 - Responsibility: Aspirational Standards
 - Responsibility: Mandatory Standards
 - Respect: Aspirational Standards
 - Respect: Mandatory Standards
 - Fairness: Aspirational Standards
 - Fairness: Mandatory Standards

- Honesty: Aspirational Standards
- Honesty: Mandatory Standards
- Unit Test and Assessment

14. PMP Exam Tips and Techniques

- 10 DOs and DON'Ts
- PMP Study Plan
- PMP Enrolment Process
- PMP Credential Application Form

15. PMP Mock Exam

- Similar to actual PMP Exam
- 200 Questions based on all areas
- 4 Hours
- Passing mark 80%

Course duration |

5 days