

Project Management



**Training Programs
and Workshops**

**PMP Certification
Exam Preparation
5 Day Workshop**

National Project Management Inc

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Canada . United States

Professional Development



Workshop

Prepares you for writing the PMP Certification Exam in only one week

Project Management PMP® Certification Exam Preparation 5-day Workshop PM 401

For those who want to prepare to write the Project Management Professional (PMP) certification exam from the Project Management Institute. Workshop also provides the 35-hour educational credits required for new applications.

PMP® Certification from the Project Management Institute is the industry standard for demonstrating competence and a solid foundation of project management skills. This workshop provides strategies to condense your study efforts and methods you can use for the multiple answer questions that achieve a higher score on the exam.



What You Learn

All PMP exam topic areas are covered, including the PMI knowledge areas, the PMBOK®, and many other reference texts. Participants evaluate their existing knowledge, determine what knowledge is missing, and create a study plan to fill the gaps. Multiple sample exam questions on every topic area are provided, including a complete exam simulation along with a review of answers and references.

Workshop Includes

- Five full days of instruction
- Workshop reference materials
- Project Management certificate
- PMP prep study kit
- Free online technical assistance

The Instructors

Each of our instructors is a working professional from industry with at least 20 years of experience. They are senior project managers who bring a wealth of practical expertise to every workshop.

Workshop Outline

- 1. Project Management Basics Review**
Definition of a project
Definition of project management
The Project Management Institute
The PMBOK
PMI certification process
- 2. The Project Management Framework**
Project management methodology
Project processes and phases
Process groups
Project phases
Key terms
Project stakeholders
Application of principles and techniques
- 3. Project Integration Management**
Integration management framework
Developing project plans
Project constraints
Project plan execution
Change control
- 4. Project Scope Management**
Initiation
Project requirements
Project goals
Scope planning
Scope statement
Work breakdown structure (WBS)
Scope verification
Responsibility matrix
Scope change control management
The project plan
- 5. Project Time Management**
Scheduling terms
Scheduling techniques
Network scheduling
Activity definition
Activity sequencing
Resource requirements
Estimating activity durations
Schedule development
Critical path method (CPM)
Schedule control strategies
Schedule variance
Project scheduling software
- 6. Project Cost Management**
Cost management terms
Estimating techniques
Classes of estimates
Resource requirements
Cost estimating
Creating budgets
Contingencies
Monitoring costs
Cost control strategies
Earned value
Cost variance analysis
- 7. Human Resource Management**
Human resource planning
Project organization structure
Responsibility matrix
Skill and competency requirements
Staffing resources
Team formation and development
Motivation
Managing conflict and negotiation
Project leadership
- 8. Project Risk Management**
Risk management process
Kinds of risk
Risk management plan
Risk identification
Risk assessment techniques
Risk probability analysis
Decision and rating techniques
Risk response
Risk monitoring and control
Risk reporting
- 9. Project Quality Management**
Quality management framework
Quality planning
Quality assurance
Quality standards
Quality control
- 10. Project Procurement Management**
Procurement process
Kinds of contracts
Procurement planning
Solicitation process and planning
Procurement documents
Sourcing goods and services
Selecting contractors and suppliers
Contract negotiation
Contract administration
Contract close-out
- 11. Project Communications Management**
Communications planning
Identifying stakeholders
Communications plan
Information storage and dissemination
Skills and techniques
Progress reporting
Administrative closure
- 12. Professional Responsibility**
Code of professional conduct
Code of ethics
Balancing stakeholder interests
- 13. PMP Exam Prep**
Review of PMP certification process
Create individual study plan (first day)
Strategies for taking the PMP exam
Review of all PMBOK knowledge areas
Review of project management process
Sample exam
Questions and answers