

Preparing For the PMP Exam

2 Days

This course is intended to prepare project managers for the Project Management Professional (PMP®) Certification Exam offered by the Project Management Institute (PMI®). This course will enable you to identify your personal strengths and weaknesses regarding mastery of the five Process Groups and nine Knowledge Areas, and enable you to develop a personal study program to prepare for the PMP® Certification Exam. Prior to attending the instructor-led portion of the class, you will be required to complete an on-line pre-test to determine your strengths & weaknesses. This on-line pre-test should take approximately 2-3 hours to complete. All participants will receive a 3rd edition PMBOK® the first day of class.

WHO SHOULD ATTEND

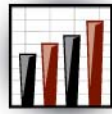
Anyone who has at least three years of experience working in a project-oriented environment, has already completed a rigorous certificate or self-study program and wants a compressed, targeted approach toward preparing for the PMP® should attend this class.

COURSE OBJECTIVES

- A clear understanding of the PMP® Certification Exam registration requirements and process
- An orientation to the concepts and format of the PMP® Certification Exam, including a review of question breakdown by process group
- An opportunity to take an online pre-test consisting of 100 practice questions, and a 100-question post-course exam modeled after questions encountered on the PMP® Certification Exam
- Identification of key areas for further development in order to create a personal learning plan to improve performance in these areas
- Discussion of the key topics found on PMP® Certification Exams
- A review of studying and test-taking techniques from certified PMP®s

LESSON TOPICS

- Project Integration Management - development and execution of the project plan and overall change control
- Project Scope Management - planning, definition, change management and verification of the project scope
- Project Time Management - activity/task definition, dependencies, schedule development and time control



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- Project Cost Management - resource planning, estimating, budgeting and control
 - Project Risk Management - planning to avoid, transfer, reduce and control risk
 - Project Quality Management - quality planning, control and assurance as well as quality control tools
 - Project Procurement Management - knowledge of procurement and solicitation planning, bidding/request for proposals and contractor/ supplier selection
 - Project Communications Management - communications planning, information distribution, progress reporting and administrative closure
 - Project Human Resource Management - effective use of people, including organizational planning, staff acquisition and team development
 - Other topics covered on the exam