

PROJECT MANAGEMENT PROFESSIONAL (PMP) EXAM PREPARATION TRAINING



WHAT IS PMP?

- Government, commercial and other organizations employ PMP certified project managers in an attempt to improve the success rate of projects in all areas of knowledge, by applying a standardized and evolving set of project management principles as contained in PMI's PMBOK Guide.
- Project Management Professional (PMP) is a credential offered by the Project Management Institute (PMI). There are currently 658,523 active PMP certified individuals and 274 chartered chapters across 204 countries and territories worldwide.
- Past several years PMP certification is treated as one of the top most valuable certification. PMP certified professional have bright future and it is one of the top paying certifications ranked among various survey and reports by reputed organizations.

BENEFIT OF PMP

- Gain knowledge and skills to deliver successful projects by managing scope, schedule, cost, risk and other aspect of project management
- Gain skills to ensure project scope, time and cost is well protected and how to ensure customer pays for any additional work increase
- PMP certification show commitment to profession, PMI's code of ethics and ability to perform the function of a project management effectively
- PMP certification recognizes your knowledge, skills and abilities to manage projects independently at global level
- PMP certifications prepare you for greater job responsibilities which comes with better remuneration and recognition
- PMI certifications can lead to career opportunities and advancement



WHO SHOULD ATTEND?

- Business Analyst, consultant, software developer, engineer
- Project Manager, Senior Project Manager, Program Manager
- IT Heads, Senior IT Managers
- Team Leads /PMO
- Business Practice, Department Heads
- CIO, CTO, CFO, AVP & VPs
- Head, GM, AGM Projects

LEARNING OBJECTIVES

- Define and describe common project management terminology.
- Use a step-by-step process to manage projects faster while using fewer resources.
- Avoid common pitfalls and mistakes in managing projects.
- Apply the Tricks of the Trade® used by thousands of project managers around the world in the IT, IS, New Product Development, Financial Services, Manufacturing, Pharmaceutical and other industries.
- Apply the International Project Management Standards from the Project Management Institute (the PMBOK® Guide) to real-world situations.
- Define their role in the global project management process.
- Identify what knowledge and experience is needed to pass the Project Management Institute's Project Management Professional (PMP®) Certification Exam.



COURSE CONTENTS

INTRODUCTION TO PMP COURSE CERTIFICATION

- Overview
 - The Standard for Project Management
 - Common Vocabulary
 - Code of Ethics and Professional Conduct
- Foundational Elements
 - Projects
 - The Importance of Project Management
 - Relationship of Project, Program, Portfolio, and Operations Management
 - Components of the Guide
 - Tailoring
 - Project Management Business Documents

THE ENVIRONMENT IN WHICH PROJECTS OPERATE

- Overview
- Enterprise Environmental Factors
 - EEFs Internal to the Organization
 - EEFs External to the Organization
- Organizational Process Assets
 - Processes, Policies, and Procedures
 - Organizational Knowledge Repositories
- Organizational Systems
 - Overview
 - Organizational Governance Frameworks
 - Management Elements
 - Organizational Structure Types

THE ROLE OF THE PROJECT MANAGER

- Overview
- Definition of a Project Manager
- The Project Manager's Sphere of Influence
 - Overview
 - The Project
 - The Organization
 - The Industry
 - Professional Discipline
 - Across Disciplines
- Project Manager Competences
 - Overview
 - Technical Project Management Skills
 - Strategic and Business Management Skills
 - Leadership Skills
 - Comparison of Leadership and Management
- Performing Integration
 - Performing Integration at the Process Level
 - Integration at the Cognitive Level
 - Integration at the Context Level
 - Integration and Complexity

PROJECT INTEGRATION MANAGEMENT

- Develop Project Charter
 - Inputs, Outputs, Tools and Techniques
- Develop Project Management Plan
 - Inputs, Outputs, Tools and Techniques
- Direct and Manage Project Work
 - Inputs, Outputs, Tools and Techniques
- Manage Project Knowledge
 - Inputs, Outputs, Tools and Techniques
- Monitor and Control Project Work
 - Inputs, Outputs, Tools and Techniques
- Perform Integrated Change Control
 - Inputs, Outputs, Tools and Techniques
- Close Project or Phase
 - Inputs, Outputs, Tools and Techniques

PROJECT SCOPE MANAGEMENT

- Plan Scope Management
 - Inputs, Outputs, Tools and Techniques
- Collect Requirements
 - Inputs, Outputs, Tools and Techniques
- Define Scope
 - Inputs, Outputs, Tools and Techniques
- Create WBS
 - Inputs, Outputs, Tools and Techniques
- Validate Scope
 - Inputs, Outputs, Tools and Techniques
- Control Scope
 - Inputs, Outputs, Tools and Techniques

PROJECT SCHEDULE MANAGEMENT

- Plan Schedule Management
 - Inputs, Outputs, Tools and Techniques
- Define Activities
 - Inputs, Outputs, Tools and Techniques
- Sequence Activities
 - Inputs, Outputs, Tools and Techniques
- Estimate Activity Durations
 - Inputs, Outputs, Tools and Techniques
- Develop Schedule
 - Inputs, Outputs, Tools and Techniques
- Control Schedule
 - Inputs, Outputs, Tools and Techniques

PROJECT COST MANAGEMENT

- Plan Cost Management
 - Inputs, Outputs, Tools and Techniques
- Estimate Costs
 - Inputs, Outputs, Tools and Techniques
- Determine Budget
 - Inputs, Outputs, Tools and Techniques
- Control Costs
 - Inputs, Outputs, Tools and Techniques

COURSE CONTENTS

PROJECT QUALITY MANAGEMENT

- Plan Quality Management
 - Inputs, Outputs, Tools and Techniques
- Manage Quality
 - Inputs, Outputs, Tools and Techniques
- Control Quality
 - Inputs, Outputs, Tools and Techniques

PROJECT RESOURCE MANAGEMENT

- Plan Resource Management
 - Inputs, Outputs, Tools and Techniques
- Estimate Activity Resources
 - Inputs, Outputs, Tools and Techniques
- Acquire Resources
 - Inputs, Outputs, Tools and Techniques
- Develop Team
 - Inputs, Outputs, Tools and Techniques
- Manage Team
 - Inputs, Outputs, Tools and Techniques
- Control Resources
 - Inputs, Outputs, Tools and Techniques

PROJECT COMMUNICATIONS MANAGEMENT

- Plan Communications Management
 - Inputs, Outputs, Tools and Techniques
- Manage Communications
 - Inputs, Outputs, Tools and Techniques
- Monitor Communications
 - Inputs, Outputs, Tools and Techniques

PROJECT RISK MANAGEMENT

- Plan Risk Management
 - Inputs, Outputs, Tools and Techniques
- Identify Risks
 - Inputs, Outputs, Tools and Techniques
- Perform Qualitative Risk Analysis
 - Inputs, Outputs, Tools and Techniques
- Perform Quantitative Risk Analysis
 - Inputs, Outputs, Tools and Techniques
- Plan Risk Responses
 - Inputs, Outputs, Tools and Techniques
- Implement Risk Responses
 - Inputs, Outputs, Tools and Techniques
- Monitor Risks
 - Inputs, Outputs, Tools and Techniques

PROJECT PROCUREMENT MANAGEMENT

- Plan Procurement Management
 - Inputs, Outputs, Tools and Techniques
- Conduct Procurements
 - Inputs, Outputs, Tools and Techniques
- Control Procurements
 - Inputs, Outputs, Tools and Techniques

PROJECT STAKEHOLDER MANAGEMENT

- Identify Stakeholders
 - Inputs, Outputs, Tools and Techniques
- Plan Stakeholder Engagement
 - Inputs, Outputs, Tools and Techniques
- Manage Stakeholder Engagement
 - Inputs, Outputs, Tools and Techniques
- Monitor Stakeholder Engagement
 - Inputs, Outputs, Tools and Techniques

PROCESS GROUP VIEW

- Initiating Process Group
- Planning Process Group
- Executing Process Group
- Monitoring and Controlling Process Group
- Closing Process Group

PROFESSIONAL AND SOCIAL RESPONSIBILITY

- Ensure individual integrity
- Contribute to PM knowledge base
- Enhance professional competence
- Promote stakeholder collaboration

EXAM PREPARATION GUIDELINES

- Review of material provided to participant
- Recap & Preparation Advice
- Practice Test
- Discussion on the Practice Test



CERTIFICATION

- Following requirements are to be fulfilled to become eligible for PMP Certification Exam:
- Attend 35 credit hours training (Upon completion of training we will provide you certificate)
- Fill and submit application to PMI (We will help you filing application. Our expert will review it before you submit)
- Upon approval of application take PMI membership \$139 (We will guide you in this step)
- After becoming member make exam fee payment \$405 to PMI and get authorization code
- Use authorization code to book your exam at Prometric website
- Second or Third attempt of exam is available for member candidate at \$275 within one year period

Educational Background	Project Management Experience	Project Management Education
High school diploma, associate's degree or global equivalent	Minimum five years/60 months unique non-overlapping professional project management experience During which at least 7,500 hours were spent leading and directing the project	35 contact hours of training
OR		
Bachelor's degree or global equivalent	Minimum three years/36 months unique non-overlapping professional project management experience during which at least 4,500 hours were spent leading and directing the project*	35 contact hours of training

CERTIFICATION RENEWAL INFORMATION

- Certified professional need to renew their PMP credential every 3 year by reporting PDU and making \$150 payment
- 60 PDUs to be accumulated and reported to PMI
- Various category provides PDUs which can be found in this link
- Our various trainings provide PDUs. Enquire with us at our website

