

PMP Exam Preparation

Project Management Methodology based on
PMI's Project Management Body of Knowledge Guide (PMBOK 6th Ed.)

Course Outline

Overview

The PMP certification is the most recognized credential for project managers worldwide, opening the door to better job opportunities and higher salaries. Prepare to ace the PMP exam, become a well sought after project management professional and advance your project management career with this course.

PMP Exam Preparation helps project managers to pass PMP exam by describing all the important information in PMBOK, including the creation of project management documentations, the techniques and tools to plan and control project, prevent risks and resolve problems. All processes under the 10 knowledge areas in PMBOK will be covered, with related tools and techniques. Participants will gain a good understanding of how the collaborative processes and tools will help them during the different stages of a project.

Sample exam questions will be used throughout the course to elaborate the PMBOK concepts, and at the same time, let exam candidates familiarize the tricks and traps of the PMP exam.

Benefits

- Recognise the requirements and application process for the PMP certification
- Understanding the principles and practices of project management
- Acquire knowledge and skills required of an effective and efficient project manager
- Learn new project management tools and techniques
- Application of the tools and techniques through workshops and discussions
- Familiarise with latest cloud solutions used in project management

Key Features

- 35-hours instructor-led training
- In 5 full-days, 7-hour each
- Course delivered by qualified instructor
- Course material in digital format
- Sample papers and mock exams

Well Suited for

People who will benefit most from the program includes:

- Anyone preparing for PMP® certification
- Project Managers
- Project Coordinators

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- Account Executives
- Business Owners
- Team Leaders
- Consultants

Learning Objectives

- Better understanding of business needs and requirements
- Well defined and achievable project goals and objectives
- Effective projects planning and scope definition
- Highly collaborated team members
- Well managed stakeholders and stakeholder expectation
- Appropriate risk management, aligning to project criticality
- Efficient and effective project monitoring and control

Duration

5 days

Course Outline

1. Introduction to Project Management

- PMBOK Framework
- Quick highlight of PM processes
- PMBOK principles and concepts

2. Stakeholder Management Activities

- Identify stakeholders
- Analysis stakeholders
- Create stakeholder register
- Manage stakeholder engagement

3. Integration Management Activities

- Create project charter and project management plan
- Perform project financial analysis
- Manage changes and approvals
- Closeout projects or phases

4. Scope Management Activities

- Produce project scope statement
- Elicit requirement

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- Create Traceability Matrix
- Manage requirement changes
- Decompose project (WBS)

5. Time Management Activities

- Define team activities
- Define dependencies
- Compose critical-path diagram
- Define milestones
- Produce project schedule

6. Cost Management Activities

- Estimate time and cost
- Optimize time and cost
- Prepare contingencies
- Produce budget and spending forecast
- Perform Earned Value Management on project activities

7. Human Resources Management Activities

- Define roles and responsibilities
- Obtain and secure resources
- Develop award and other motivating activities
- Develop team, manage conflicts and manage team members

8. Communication Management Activities

- Determine collaboration requirements
- Define communication plan
- Communicate and collaborate
- Collect feedback and improve

9. Risk Management Activities

- Define organizational risk appetite
- Identify, qualify and quantify risks
- Plan risk response and countermeasures
- Ongoing manage risk until closure

10. Quality Management Activities

- Define project quality requirement and organizational quality control activities

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- Plan quality activities, measurement methods and evaluation responsibility
- Review and approve deliverables
- Manage issues and resolutions

11. Procurement Management Activities

- Define contracts
- Source and review suppliers
- Manage suppliers
- Manage disputes