

Project Management Professional (PMP®) Exam Preparation

The Project Management Institute (PMI) sponsors a project management accreditation programme. The purpose and goal of this programme is the development, maintenance, evaluation, promotion and administration of a rigorous professional certification credential of the highest calibre. It is called the Project Management Professional (PMP®).

To be eligible for the PMP® Credential, delegates must first meet specific educational and project management experience requirements and agree to adhere to a code of professional conduct.

The final step to becoming a PMP® is passing a multiple-choice examination designed to objectively assess and measure an individual's ability to apply project management knowledge in the following six domains: initiating the project, planning the project, executing the project, monitoring and controlling the project, closing the project, and professional and social responsibility. This computer-based examination is administered globally by Prometric.

The 5-day course is designed to assist delegates to prepare for and take the PMP Examination. The course is normally delivered through a block of 4 days during which the delegates can begin or continue the accreditation application. This is an on-line process and takes place outside course hours. After the 4th day delegates can complete – and if ready - submit their application. Once the application is accepted the examination can then be scheduled on-line through Prometric.

The 5th day is scheduled approximately 3 to 4 weeks after the 4-day block and is dedicated to revision prior to sitting the exam.

Note: The course can be delivered in various different formats, e.g., 1 Day per week over 5 weeks; 8 x 4-Hour sessions etc.

Examination fees (€340.00 for PMI members, €465.00 for non-members – July 2010) are not included in the course fees

Course Overview

- Applying for Project Management Professional (PMP®) Status:
- Overview of the exam:
 - Tips to help you understand how the PMP® questions are written
 - Tips for taking the exam
 - Reasons people fail the exam and how to make sure you do not do the same
 - Exercises to help you understand and memorise the information you need to know - including formulae such as Earned Value
- Understanding PMI terminology and Project Management acronyms
- Detailed coverage of:
 - The process of project management
 - The framework of project management
 - Integration management
 - Scope management
 - Time management
 - Cost management
 - Quality management
 - Human resource management
 - Communications management
 - Risk management
 - Procurement management
 - Professional and social responsibility
- Practice exams are presented before and after each module
- Delegates will be invited to join a dedicated 'Google Group' – hosted by the tutor - which will serve as a forum for discussions on course topics and exam questions

Day 1 to Day 4

- **Introduction**
- **Module 1**
 - Course outline
 - PMP Certification
 - Exam Structure and Format
 - Understanding the PMBOK, Knowledge Areas, Process Groups
 - Process Iterations – Inputs, Tools and Techniques, Outputs
 - Foundation (Project Management Essentials)
 - Project Fundamentals
 - The Project Context
 - Project Stakeholders
 - The Project Lifecycle
 - Project Success Factors
- **Module 2**
 - 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
 - Project Scope Management
 - Collect Requirements
 - Define Scope
 - Create WBS
 - Verify Scope
 - Control Scope
- **Module 3**
 - Project Time Management
 - Define Activities
 - Sequence Activities
 - Estimate Activity Resources
 - Estimate Activity Durations
 - Develop Schedule
 - Control Schedule
 - Project Cost Management
 - Estimate Costs
 - Determine Budget
 - Control Costs

- **Module 4**
 - Project Quality Management
 - Plan Quality
 - Perform Quality Assurance
 - Perform Quality Control
 - Project Human Resource Management
 - Develop Human Resource Plan
 - Acquire Project Team
 - Develop Project Team
 - Manage Project Team
- **Module 5**
 - Project Communications Management
 - Identify Stakeholders
 - Plan Communications
 - Distribute Information
 - Manage Stakeholder Expectations
 - Report Performance
 - Project Risk Management
 - Plan Risk Management
 - Identify Risks
 - Perform Qualitative Risk Analysis
 - Perform Quantitative Risk Analysis
 - Plan Risk Responses
 - Monitor and Control Risks
- **Module 6**
 - Project Procurement Management
 - Plan Procurements
 - Conduct Procurements
 - Administer Procurements
 - Close Procurements
 - Professional and Social Responsibility
 - Ensuring Individual Integrity
 - Contributing to the Project Management Knowledge Base
 - Enhancing Personal Professional Competence
 - Promoting Interaction among Stakeholders

Day 5

- **Module 7**
 - Revision
 - Practice Exam
 - Scoring and Analysis
 - Course Closure