

Crash Course in Project Management Professional (PMP) Certification Preparation (2 Days)

COURSE OVERVIEW

In this Crash Course in Project Management Professional (PMP)® Certification Preparation training class, students who need additional instruction to pass the exam receive a refresher on important topics to become ready to take the exam.

COURSE TOPICS

- Learn to describe professional project management
- Learn to initiate a project
- Learn to plan project work
- Learn how to develop project schedules
- Learn how to develop cost estimates and budgets
- Learn how to plan project quality, staffing, and communications
- Learn to analyze risks and plan risk responses
- Learn how to plan project procurements
- Learn how to execute project work
- Learn to manage project procurement
- Learn how to monitor and control project work
- Learn how to monitor and control project schedule and costs
- Learn how to monitor and control project performance and quality
- Learn how to monitor and control project risks and procurements
- Learn how to close the project

COURSE OUTLINE

- 1. Getting Started with Project Management**
 - A. Components of Project Management
 - B. Project Management and the Business
- 2. Project Management and the Organization**
 - . Identify Organizational Influences
 - A. Project Stakeholders and Governance
 - B. The Project Team
 - C. The Project Life Cycle
- 3. Working with Project Management Processes**
 - . Project Management Processes and Knowledge Areas
 - A. Identify Project Information
- 4. Initiating a Project**
 - . Develop a Project Charter
 - A. Identify Project Stakeholders
- 5. Planning a Project**
 - . Develop a Project Management Plan
 - A. Plan Scope Management
 - B. Collect Project Requirements
 - C. Define Project Scope
 - D. Create a WBS
- 6. Planning for Project Time Management**
 - . Plan Schedule Management
 - A. Define Project Activities
 - B. Sequence Project Activities
 - C. Estimate Activity Resources
 - D. Estimate Activity Durations
 - E. Develop a Project Schedule
- 7. Planning Project Budget, Quality, and Communications**
 - . Plan Project Cost Management
 - A. Estimate Project Costs
 - B. Determine the Project Budget
 - C. Plan Quality Management
 - D. Plan Human Resource Management
 - E. Plan Communications Management

8. Planning for Risk, Procurements, and Stakeholder Management

- . Plan Risk Management
 - A. Identify Risks
 - B. Perform Qualitative Risk Analysis
 - C. Perform Quantitative Risk Analysis
 - D. Plan for Risk Response
 - E. Plan Project Procurements
 - F. Plan Stakeholder Management

9. Executing a Project

- . Direct and Manage Project Work
 - A. Perform Quality Assurance
 - B. Acquire Project Team
 - C. Develop Project Team
 - D. Manage a Project Team
 - E. Manage Communications
 - F. Conduct Procurements
 - G. Manage Stakeholder Engagement

10. Managing Project Work, Scope, Schedules, and Cost

- . Monitor and Control Project Work
 - A. Perform Integrated Change Control
 - B. Validate Project Scope
 - C. Control Project Scope
 - D. Control the Project Schedule
 - E. Control Project Costs

11. Controlling the Project

- . Control Project Quality
 - A. Control Communications
 - B. Control Project Risks
 - C. Control Project Procurements
 - D. Control Stakeholder Engagement

12. Closing a Project

- . Close Project or Phase
 - A. Close Procurements

CLASS MATERIALS

Each student in our Live Online and our Onsite classes receives a comprehensive set of materials, including course notes and all the class examples.