Course:

Project Management Professional (PMP)

Learning world class business project management skills

Duration: 5 Days (9:00 – 16:00)

Description

Your ability as a project manager to demonstrate best practices in project management-both on the job and through professional certification-is becoming the standard to compete in today's fast-paced and highly technical workplace. This course expands upon the basic concepts of project management you discovered in the Project Management Fundamentals course and covers in-depth the essential elements of managing a successful project. Focusing on the generally accepted practices of project management recognized by the Project Management Institute, Inc. (PMI), this course offers a job-related approach to successful project management across application areas and industries.

Target Audience

This course is designed for experienced project managers who desire to increase their project management skills and apply a standards-based approach to project management, and apply for Project Management Institute, Inc. (PMI) Project Management Professional (PMP) Certification.

Prerequisites

To ensure your success, we recommend you first take the following courses or have equivalent knowledge:
- Project Management Fundamentals
- Project Level 1
- Project Level 2
- Word Level 1
- Word Level 2
- Word Level 3

Objectives

Upon successful completion of this course, students will be able to:
- Initiate a project.
- Plan project work.
- Develop project schedules, cost estimates, and budgets.
- Plan project quality, staffing, and communications.
- Analyze project risks.
- Plan project procurement.
- Execute project work.
- Monitor and control project work.
- Monitor and control project schedule and costs.
- Monitor and control project quality, staffing, and communications.
- Monitor and control project risks and contracts.
- Close the project.

- Lesson 1: Initiating a Project
  - Topic 1A: Apply Project Management Processes
  - Topic 1B: Create a Project Charter
  - Topic 1C: Develop a Preliminary Project Scope Statement
- Lesson 2: Planning Project Work
  - Topic 2A: Develop Project Management Plan
  - Topic 2B: Create a Scope Management Plan
  - Topic 2C: Create a Scope Statement
  - Topic 2D: Develop a Work Breakdown Structure (WBS)
- Lesson 3: Developing Project Schedules, Cost Estimates, and Budgets
  - Topic 3A: Create an Activity List
  - Topic 3B: Create a Project Network Diagram
  - Topic 3C: Estimate Activity Resources
  - Topic 3D: Estimate Activity Durations
  - Topic 3E: Identify the Critical Path
  - Topic 3F: Develop a Project Schedule
  - Topic 3G: Estimate Project Costs
  - Topic 3H: Establish a Cost Baseline
- Lesson 4: Planning Project Quality, Staffing, and Communications
  - Topic 4A: Create a Quality Management Plan
  - Topic 4B: Document Roles, Responsibilities, and Reporting Relationships
  - Topic 4C: Acquire Project Team
  - Topic 4D: Create a Communications Management Plan
- Lesson 5: Analyzing Risks and Planning Risk Response
  - Topic 5A: Create a Risk Management Plan
  - Topic 5B: Identify Project Risks and Triggers
  - Topic 5C: Perform Qualitative Risk Analysis
  - Topic 5D: Perform Quantitative Risk Analysis
  - Topic 5E: Develop a Risk Response Plan
- Lesson 6: Planning Project Procurement
  - Topic 6A: Prepare a Contract Statement of Work
  - Topic 6B: Prepare a Procurement Document
- Lesson 7: Executing Project Work
  - Topic 7A: Direct and Manage Project Execution
  - Topic 7B: Perform Quality Assurance
  - Topic 7C: Develop Project Team
  - Topic 7D: Information Distribution
  - Topic 7E: Request Seller Responses
  - Topic 7F: Select Sellers
- Lesson 8: Monitoring and Controlling Project Work
  - Topic 8A: Monitor and Control Project Work
  - Topic 8B: Manage Changes to Performance Baselines
  - Topic 8C: Review Deliverables and Work Results
  - Topic 8D: Control Project Scope

- Lesson 9: Monitoring and Controlling Project Schedule and Costs
  - Topic 9A: Control the Project Schedule
  - Topic 9B: Control Project Costs
- Lesson 10: Monitoring and Controlling Project Quality, Staffing, and Communications
  - Topic 10A: Perform Quality Control
  - Topic 10B: Manage Project Team
  - Topic 10C: Report Project Performance
  - Topic 10D: Manage Stakeholders
- Lesson 11: Monitoring and Controlling Project Risk and Contracts
  - Topic 11A: Monitor and Control Project Risk
  - Topic 11B: Administer a Contract
- Lesson 12: Closing the Project
  - Topic 12A: Close a Project
  - Topic 12B: Close a Contract

- Appendix A: PMP Certification Mapping
- Appendix B: Certification Lightning Round
- Supplemental Lesson: PMP Certification Practice Test
  - Topic 1A: Practice Test
- Appendix C: Schedule Management Plan Example
- Appendix D: Statement of Work (SOW) Example
- Appendix E: Professional and Social Responsibility

Who should attend:
- Anyone who would like to enhance project management skills
- Preparation course for PMP exam.

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- **Satisfaction Guarantee** - we are totally focused on customer satisfaction. Our 100% customer satisfaction guarantee is the factor that will distinct us from others.
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