



College of Business Administration  
Executive Center for Global Competitiveness

## **Project Management Professional – Preparation for Certification**

5 day, 40 PDU course

### **DESCRIPTION**

The Project Management field has experienced extraordinary growth in recent years. The number of people entering the field is increasing by the tens of thousands every year. What can you do to distinguish yourself within the growing field of project management? Project Management Professional® (PMP®) certification, through the Project Management Institute® (PMI®), is recognized worldwide as the standard for measuring an individual's core knowledge, understanding, and application of project management principles and practices.

However, obtaining your PMP certification is not easy. The knowledge tested is wide ranging and complex. The "Project Management Professional - Preparation for Certification" course, taught by a Project Management Professional, is specifically designed to prepare you for the PMP exam, both the knowledge tested as well as test taking techniques which could mean the difference between passing and not passing.

### **LEARNING OBJECTIVES**

- If you are responsible for completing projects/assignments on time, under budget with customer satisfaction then this course will benefit you and your company.
- Advance the knowledge of Project Management and the understanding of its nine knowledge areas
  - Project Integration Management
  - Project Scope Management
  - Project Time Management
  - Project Cost Management
  - Project Quality Management
  - Project Human Resources Management
  - Project Communications Management
  - Project Risk Management
  - Project Procurement Management
- Learn the materials necessary to pass the Project Management Professional (PMP) exam
  - The course covers all of the process elements in the nine-knowledge areas
  - The course follows the flow of project management so you can better understand the project management process

This course covers the following topics:

- Project Management Framework
  - Basic project management definitions
  - Project Life Cycle
  - Organizational Structures
  - Introduction to the five process groups and nine knowledge areas

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**Project Management Professional – Preparation for Certification** (cont'd)

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- Initiating Process Group
  - 4.1 Develop Project Charter
  - 4.2 Develop Preliminary Project Scope Statement
  - 4.3: Develop Project Management Plan
- Planning Process Group
  - 5.1: Scope Planning
  - 5.2: Scope Definition
  - 5.3: Create WBS
  - 6.1: Activity Definition
  - 6.2: Activity Sequencing
  - 6.3: Activity Resource Estimating
  - 6.4: Activity Duration Estimating
  - 7.1: Cost Estimating
  - 7.2: Cost Budgeting
  - 6.5: Schedule Development
  - 8.1: Quality Planning
  - 9.1: Human Resource Planning
  - 10.1: Communications Planning
  - 11.1: Risk Management Planning
  - 11.2: Risk Identification
  - 11.3: Qualitative Risk Analysis
  - 11.4: Quantitative Risk Analysis
  - 11.5: Risk Response Planning
  - 12.1: Plan Purchases & Acquisitions
  - 12.2: Plan Contracting
- Executing Process Group
  - 4.4: Direct and Manage Project Execution
  - 8.2: Perform Quality Assurance
  - 9.2: Acquire Project Team
  - 9.3: Develop Project Team
  - 10.2: Information Distribution
  - 12.3: Request Seller Responses
  - 12.4: Select Sellers
- Monitoring and Controlling Process Group
  - 4.5: Monitor & Control Project Work
  - 4.6: Integrated Change Control
  - 5.4: Scope Verification
  - 5.5: Scope Control
  - 6.6: Schedule Control
  - 7.3: Cost Control
  - 8.3: Perform Quality Control
  - 9.4: Manage Project Team
  - 10.3: Performance Reporting
  - 10.4: Manage Stakeholders
  - 11.6: Risk Monitoring and Control
  - 12.5: Contract Administration
- Closing Process Group
  - 4.7: Close Project
  - 12.6: Contract Closure
- Code of Ethics and Professional Conduct

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**WHO SHOULD ATTEND**

- Anyone responsible for completing projects/assignments on time, under budget while meeting customer requirements.
- Those interested in learning the core knowledge tested on the Project Management Institute's Project Management Professional (PMP) exam.
- People interested in advancing their knowledge of Project Management
- People such as:
  - Project Managers / Team Leaders
  - Team Leaders moving into team leadership positions
  - Key Team Members
  - Functional Managers
  - Process and Performance Improvement Team Members
  - Business Planning Personnel

**COURSE LENGTH**

Five 8-hour days, 40 PDU's

**COURSE INVESTMENT**

\$1,650/pp for instruction (5 days) and \$125/pp for program materials

**COURSE CANCELLATION DEADLINE**

Five business days prior to the program