

### Preparation for the PMP® Examination (4 days)

#### Overview

Project Management Professional (PMP®) certification has become the most recognized credential for the practice of the rapidly evolving profession of project management. This course prepares you for the PMP® certification examination offered through the Project Management Institute (PMI®).

Only people who have successfully demonstrated their mastery of concepts of project management, as documented in the Project Management Body of Knowledge *Third Edition*, and meet PMP® experience requirements are allowed to use the PMP® designation. Increasingly, the federal government and companies all over the world are recognizing the value that project management can provide. The specification of project management personnel qualifications in many federal procurements and the establishment of project management career paths in corporations are recognition of the growing importance of project management in the workplace. PMP® certification is often a requirement for promotion and success in these environments.

#### Special Features

This course prepares you to sit for the PMP® Certification Examination. Lecture and extensive use of case studies and in-class exercises provide for active student involvement in practical use of course content. The instructors use advanced learning methods, Word-Picture Associations and Mind Maps. In addition, as the course progresses through each of the *PMBOK® Guide* knowledge areas, the student is tested using an electronic examination bank that mimics the actual PMP® Examination. Using this approach, course participants quickly get feedback on knowledge retention. A timed, final exam measures comprehension and preparedness for the actual PMI certification examination.

Course attendees must obtain a copy of:

- “A Guide to the Project Management Body of Knowledge *Third Edition*,” Project Management Institute.

The following texts and materials, beyond the provided lecture notes, are used in the course. Copies are provided as part of the course:

- Crosswind PM Examination Software
- BPG Study Guide for the PMP® Examination

#### Topic Highlights

## Business Performance Group

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Each of the nine *PMBOK*<sup>®</sup> *Guide* areas of knowledge is addressed as separate modules. A brief presentation highlights the most significant aspects of each module. Participants then individually answer a series of questions from our data base. After each of these individual working sessions, the entire class reviews each question. In this manner, both the content and format of examination questions become familiar to each student. From the results of proceeding on a module by module basis, participants will be able to identify weak areas that require more individual study. The last session is a mini examination taken from previous PMP<sup>®</sup> Certification Examination. This course covers the nine knowledge areas identified in the *PMBOK*<sup>®</sup> *Guide*:

- Project Integration Management
- Project Scope Management
- Project Time Management
- Project Cost Management
- Project Quality Management
- Project Human Resource Management
- Project Communications Management
- Project Risk Management
- Project Procurement Management

### Audience

Participants in this course should be managers and mid-career professionals who seek to further develop their project management skills and are eligible to sit for the PMP<sup>®</sup> certification examination. It is assumed that participants have a working knowledge of the *PMBOK*<sup>®</sup> *Guide* and the nine knowledge areas.

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Project Management Professional<sup>®</sup>, PMP<sup>®</sup>, *PMBOK*<sup>®</sup> *Guide*, and PMI<sup>®</sup> are registered certification marks of the Project Management Institute, Inc.

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