

## OVERVIEW



Project management is experiencing unprecedented growth and recognition as a profession. A consequence of this growth is increased reliance upon project management and the need to professionally recognise project management ability. As companies increasingly adopt project management into their businesses, the demand for knowledgeable practitioners increases globally.

The Project Management Institute (PMI®) sponsors a project management certification program. The purpose and goal of this certification program is the development, maintenance, evaluation, promotion and administration of a rigorous, examination-based, professional certification credential of the highest calibre – the Project Management Professional (PMP®) credential.

Our PMP® Preparation Workshop provides the necessary exam and certification preparation required in order to obtain the globally recognised PMP® (Project Management Professional) Certification from the PMI® (Project Management Institute).

Our intention is not to teach participants how to manage projects, but to guide you through the process and study required in order to obtain certification.

## WORKSHOP OBJECTIVE

To prepare experienced project managers for the task of passing the PMP® or CAPM® Certification Exam with a minimum of disruption to current work duties.

## TARGET AUDIENCE

This workshop is designed for:

- Experienced project managers wishing to obtain the PMP® and CAPM® Certifications.

## LEARNING OUTCOMES & FACILITATION

Successful completion of this workshop will provide participants with an understanding of:

- The application process – with new eligibility criteria
- The requirements of Certification
- The study requirements including resources
- Current levels of knowledge
- The fundamentals of the Project Management Body Of Knowledge (using the Fourth Edition PMBOK® Guide)

Facilitators of this workshop are highly qualified and experienced within the area of project management, methodology development and implementation, and hold all relevant certifications with leading bodies.

## PREREQUISITES

Participants should:

- Be practicing project managers
- Ideally have completed a project management fundamentals training course or equivalent
- Satisfy the PMP® certification eligibility criteria (for PMP® or CAPM®), or plan to in the near future.

For current eligibility criteria visit [www.pmi.org](http://www.pmi.org)

**PRE-COURSE WORK**

There is currently no pre-course work for this programme

**CERTIFICATION &  
EXAMINATION**

**Participant Note:**

The workshop is based on the Fourth Edition PMBOK® Guide (released December 2008).

**The workshop prepares PMP® participants for sitting the 31<sup>st</sup> August 2011 examination release.**

CAPM® candidates are prepared for the current CAPM® examination (as released at the time of the Fourth Edition PMBOK® Guide).

Candidates will, at the conclusion of this program, register to undertake the relevant examination:

**PMP®**

4 hour computer-based 200 question multiple-choice exam. 25 of these questions are randomly placed, pre-test questions, which are designed for gathering statistical information and are not included in pass/fail determination.

**CAPM®**

3 hour computer-based 150 question multiple-choice exam. 15 of these questions are randomly placed, pre-test questions, which are designed for gathering statistical information and are not included in pass/fail determination.

The passing score for all PMI® credential examinations is determined by sound psychometric analysis. PMI® uses subject matter experts from across the globe to help establish a point at which each candidate should pass the exam and the exam point of difficulty.

PM-Partners group is a Global PMI® (Project Management Institute) Registered Education Provider.

PMI®, PMP®, CAPM®, PMBOK® and the Registered Education Provider logo are registered marks of the Project Management Institute, Inc.

**DELIVERY**

All workshops may be conducted onsite or at our premises, with experienced facilitators providing group and/or individual instruction. Training is provided through hands-on learning, relevant exercises and the provision of a participant handbook. Our participants receive email support throughout the study process and are also entitled to complementary telephone consultation/advice within 60 days of workshop completion.

**EXAM PREPARATION  
(USING OVER 450 SAMPLE EXAM  
QUESTIONS)**

During the program participants will be able to assess their ability to successfully pass the exam, by completing over 450 practice exam questions.

Ultimately, attainment of certification provides conclusive assessment.

**ACKNOWLEDGEMENT**

The above is intended to provide our clients with a brief overview of our PMP® and CAPM® certification preparation. There is no association between the Project Management Institute and PM-Partners group other than the membership of our consultants.

PM-Partners group acknowledges the registered trademarks of:

PMI® Project Management Institute  
PMP® Project Management Professional  
CAPM® Certified Associate Project Manager

## Workshop Content Summary

- PMP® and CAPM® Certification and Examination Requirements
- PMBOK® Guide Introduction
- The Project Management Framework
- Project Life Cycle and Organization
- Project Management Processes
- 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
- Project Integration Management
- Professional Responsibility
- Mock Exam and Workshop Discussion