

Workshop Outline



"Your Project Management Knowledge Connection"

OVERVIEW

An intensive accelerated 4-day guided workshop to help prepare candidates for the PMP® or CAPM® certification exam. A workshop combining both guided and self-study formats, that will familiarize participants with the content and make-up of the exam, enhancing their probability of attaining their PMP® or CAPM® certification.

AUDIENCE

The workshop is intended for the experienced Project Managers, leaders and team members who want to attain their PMP/CAPM® certifications. Specifically, those with experience in leading and/or directing project tasks as identified in the PMP/CAPM® exam specifications. They should be familiar with project initiation, planning, execution, monitoring and controlling, and closing. The PMP® certification is the most globally recognized project management certification, achieving this designation requires both project management experience and knowledge of project management standards defined by PMI® in the *PMBOK® Guide*. The workshop is limited to a maximum of 12 participants to ensure time for interaction and discussion amongst the participants and the Workshop Leader.

BENEFITS

- Gain a good level of competency in PMI's latest version of A Guide to the Project Management Body of Knowledge (*PMBOK® Guide*) subject matter necessary to successfully attain PMP® certification
- Familiarize you with the exam format and make-up
- Understand the level of competency required to pass the exam
- Gain a good level of confidence to write the exam
- Help prepare candidates for the certification exam and enhance their probability of attaining their PMP® or CAPM® certification
- Obtain a greater ability to put the framework to use in managing projects

FORMAT

The hands-on format features:

- Theory and interactive collaborative discussions
- Simulated team practice exam questions that provide each participant with additional project management insight
- Question / Answer review periods that further reinforce key concepts and learnings, and testing of your understanding of all aspects of the *PMBOK® Guide*
- Hands-on practical tests, exercises and reading assignments that will reinforce learnings

This proven format has enabled participants to assess their personal level of preparedness to take the exam prior to writing the exam, therefore increasing their confidence level of their ability to attain their certification.

TAKE-AWAYS

- Workshop Guide
- PMP® / CAPM® Certification Bootcamp Exam Manual
- Certificate of Completion
- Website & Book References
- 35 PMI® Professional Development Units (PDUs)
- Exam Simulator with 8-4 hour exams & 26 tests approximately 3500 questions

COURSE CONTENT

Introduction

- Workshop Guidelines
- Introductions
- Workshop Objectives, Format & Agenda

Day One

- PMP® Certification Exam application process
- *PMBOK® Guide* Project Management Framework
- *PMBOK® Guide* Project Management processes for a project
- *PMBOK® Guide* 10 Project Management Knowledge Areas
- Integration Management
- Scope Management
- Knowledge Quiz / Practice Tests

Day Two

- Review period
- Time Management
- Cost Management
- Quality Management
- Knowledge Quiz / Practice Tests

Day Three

- Review period
- Human Resource Management
- Communications Management
- Stakeholder Management
- Knowledge Quiz / Practice Tests

Day Four

- Review period
- Risk Management
- Procurement Management
- Knowledge Quiz / Practice Tests
- PMI® Code of Ethics and Professional Conduct
- Exam preparation and study guide
- Post workshop exam preparation suggestions

Workshop Conclusion

- Exam Challenges
- Avoid Making Mistakes of the Past – Tips to



Inquire About Our
Customized Workshop
Solutions





LEARNING CENTRE

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If your business requires confidentiality or a tailored approach to your business, a customized approach is available. Call us at 604-461-0104, or email learning@ciki.ca.

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