



## PROJECT MANAGEMENT PROFESSIONAL (PMP®)

Duration: 5 Days

Summary:

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 workplace. In this course, you will apply the generally recognized practices of project management acknowledged by the Project Management Institute (PMI®) to successfully manage projects.

Who Should Attend:

Ideal candidate are persons who have on the job experience performing project management tasks, whether or not project manager is their formal job role, who are not certified project management professionals, and who might or might not have received formal project management training. The course is appropriate for these persons if they wish to develop professionally, increase their project management skills, apply a formalized and standards-based approach to project management, seek career advancement by moving into a formal Project Manager job role, as well as to apply for Project Management Institute, Inc. (PMI®) Project Management Professional (PMP®) Certification.

- Project Managers
- Managers
- Students

Course Benefits:

- Learning methodologies for working with project teams formed across traditional, functional and organizational boundaries.
- It teaches how to apply the methods and principles of project management.
- Helps in correctly estimating project cost and time schedules so that deadlines can be set and met.
- Helps in predicting customer needs and therefore helps in facing competition in a better way.
- It helps in overcoming with difficulties that project managers face due to complex nature of project, high risk of failure involved and long-term planning processes.
- It creates an environment of quality consciousness among the organization.
- PMP® Exam Preparation

Course Outline:

Lesson 1: Examining Professional Project Management

- Identify Project Management Processes
- Identify Professional and Social Responsibilities
- Identify the Interpersonal Skills Required for a Project Manager

Lesson 2: Initiating a Project

- Examine the Project Management Context
- Examine Project Selection
- Create a Project Charter
- Identify Project Stakeholders

Lesson 3: Planning Project Work

- Identify Elements of the Project Management Plan
- Document Stakeholder Requirements
- Create a Scope Statement
- Develop a Work Breakdown Structure

Lesson 4: Developing Project Schedules

- Create an Activity List
- Create a Project Schedule Network Diagram
- Estimate Activity Resources
- Estimate Duration for Project Activities Develop a Project Schedule
- Identify the Critical Path
- Optimize the Project Schedule
- Establish a Schedule Baseline

Lesson 5: Developing Cost Estimates and Budgets

- Estimate Project Costs
- Estimate the Preliminary Cost Baseline
- Reconcile Funding and Costs

Lesson 6: Planning Project Quality, Staffing, and Communications

- Create a Quality Management Plan
- Document the Project Roles, Responsibilities, and Reporting Relationships
- Create a Communications Management Plan

Lesson 7: Analyzing Risks and Planning Risk Responses

- Create a Risk Management Plan
- Identify Project Risks and Triggers
- Perform Qualitative Risk Analysis
- Perform Quantitative Risk Analysis
- Develop a Risk Response Plan

Lesson 8: Planning Project Procurements

- Prepare a Project Statement of Work
- Plan Project Procurements
- Prepare a Procurement Statement Of Work
- Prepare a Procurement Document

Lesson 9: Executing Project Work



- Identifying the Direct and Manage Project Execution Process
- Execute a Quality Assurance Plan
- Acquire the Project Team
- Develop the Project Team
- Manage the Project Team
- Distribute Project Information
- Manage Stakeholder Relationships and Expectations

Lesson 10: Managing Project Procurement

- Identify the Conduct Project Procurements Process
- Obtain Responses from Sellers
- Determine Project Sellers

Lesson 11: Monitoring and Controlling Project Work

- Identify the Monitor and Control Project Work Process
- Develop an Integrated Change Control System
- Utilize the Integrated Change Control System
- Review Deliverables and Work Results
- Control the Project Scope

Lesson 12: Monitoring and Controlling Project Schedule and Costs

- Control the Project Schedule
- Control Project Costs

Lesson 13: Monitoring and Controlling Project Performance and Quality

- Perform Quality Control
- Report on Project Performance

Lesson 14: Monitoring and Controlling Project Risk and Procurements

- Monitor and Control Project Risk
- Administer Project Procurements

Lesson 15: Closing the Project

- Close Project Procurements
- Close the Project or Phase Administratively