



PMP Certification Boot Camp

Prerequisites: To become a PMP, a student must have – **(a)** Educational Background - High school diploma or equivalent; **(b)** Applicants with high School diploma are required to have 7500 hours in a position of responsibility leading and directing project tasks or Applicants who hold a baccalaureate degree or equivalent are only required to have 4500 hrs in a position of responsibility leading and directing project tasks; **(c)** Project Management Education - 35 hours of classroom training. Learnsoft’s PMP class meets this requirement.

Length: Five Days

Overview:

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

Who Should Attend:

This course is designed for 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 Management Professional” and “PMP” are registered trademarks of Project Management Institute, Inc.

At Course Completion:

Upon successful completion of this course, students will be able to:

- Describe professional project management
- Initiate a project.
- Plan project work.
- Develop project schedules
- Develop cost estimates, and budgets.
- Plan project quality, staffing, and communications.
- Analyze project risks.
- Plan project procurement.
- Manage project procurement
- Execute project work.
- Monitor and control project work.
- Monitor and control project schedule and costs.
- Monitor and control project quality, staffing, and communications.
- Monitor and control project risks and contracts.
- Close the project.

Course Content

OVERVIEW

- Define a Project and Project

Management

- Define a Project Life Cycle
- Identify and Define Project Stakeholders.
- Highlight the Skills Required for a Project Manager
- Define a Project Manager's



Responsibilities

INITIATING THE PROJECT

- Apply Project Management Processes
- Create a Project Charter
- Develop a Draft Project Scope Statement

PLANNING PROJECT WORK

- Develop a Project Management Plan
- Create a Scope Management Plan
- Create a Scope Statement
- Develop a Work Breakdown Structure (WBS)

DEVELOPING PROJECT SCHEDULES, COST ESTIMATES AND BUDGETS

- Create an Activity List
- Create a Project Network Diagram
- Estimate Activity Resources
- Estimate Activity Durations
- Identify the Critical Path
- Develop a Project Schedule
- Estimate Project Costs
- Establish a Cost Baseline

PLANNING PROJECT QUALITY, STAFFING AND COMMUNICATIONS

- Create a Quality Management Plan
- Document Roles, responsibilities and Reporting Relationships
- Acquire a Project Team
- Create a Communications Management Plan

ANALYSING RISK AND PLANNING RISK RESPONSE

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

PLANNING PROJECT PROCUREMENT

- Prepare a Contract Statement of Work

- Prepare a Procurement Document

EXECUTING PROJECT WORK

- Project Plan Execution
- Perform Quality Assurance
- Develop the Project Team
- Distribute Project Information
- Request Seller Responses
- Select Sellers

MONITORING AND CONTROLLING WORK

- Control and Monitor Project Work
- Management Changes to Performance Baseline
- Review Deliverables and Work Results
- Control Project Scope

MONITORING AND CONTROLLING PROJECT SCHEDULES AND COST

- Control the Project Schedule
- Control project Costs

MONITORING AND CONTROLLING PROJECT QUALITY, STAFFING, COMMUNICATIONS, RISK AND CONTRACTS

- Perform Quality Control
- Manage the Project Team
- Report Project Performance
- Manage Stakeholders
- Monitor and Control Project Risk
- Administer a Contract

CLOSING THE PROJECT

- Close a Project
 - Close a Contract
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