The Project Management Professional (PMP ®) Certified Course

Asia Masters Center

The Project Management Professional
(PMP ®) Certified Course

➡ Course Objective

- ➢ Fully understanding of Project Management ,including all the 10 knowledge areas and the Project Life Cycle
- ➢ Globally recognized project management tools, techniques, terminology and best practices for running small and large projects utilizing case studies from a wide variety of industries.

➡ Target Audience

- ➢ Anyone who wants to master the critical skills of project management, as a way to improve project success and/or to advance their career. Skills and concepts learned in this class can be applied immediately in your job. Emphasis is on practical skills and tools utilizing relevant case studies from numerous industries.
- ➢ Anyone interested in preparing to take the PMP Exam can become familiar with the exam content and the strategy for taking the exam in order to become more marketable in today's economy or increasing their earnings potential.

➡ Course Outline

DAY 1
- ➢ **MODULE 1: Framework**
- ➢ PMI$^®$ certification process to become a PMP$^®$
- ➢ Define processes, methodologies, and concepts within the 10 knowledge areas

- Define key terms
- Describe application of principles and techniques to manage projects
- Personal expectations correlated to learning objectives
- **MODULE 2: PMP® Preparation**
- Review of PMP® Certification process
- Test-taking strategies
- Review of the 5 project management process areas and the professional responsibility domain
- Review the 10 knowledge areas
- **MODULE 3: Project Integration Management**
- Develop Project Charter
- Develop Project Management Plan
- Direct & Manage Project Work
- Monitor & Control Project Work
- Perform Integrated Change Control
- Close Project or Phase

DAY 2
- **MODULE 4: Project Scope Management**
- Plan Scope Management
- Collect Requirements
- Define Scope
- Create WBS
- Validate Scope
- Control Scope
- **MODULE 5: Project Stakeholders Management**
- Identify Stakeholders
- Plan Stakeholders Management
- Manage Stakeholder Engagement
- Control Stakeholder Engagement

DAY 3
- **MODULE 6: Project Time Management**
- Plan Schedule Management
- Define Activities
- Sequence Activities
- Estimate Activity Resources
- Estimate Activity Durations
- Develop Schedule
- Control Schedule
- **MODULE 7: Project Cost Management**
- Plan Cost Management
- Estimate Cost
- Determine Budget
- Control Costs

DAY 4
- **MODULE 8: Project Quality Management**
- Plan Quality
- Perform Quality Assurance
- Perform Quality Control
- **MODULE 9: Project Human Resource Management**
- Develop Human Resource Management
- Acquire Project Team
- Develop Project Team
- Manage Project Team
- **MODULE 10: Project Communications Management**
- Plan Communications Management
- Manage Communications
- Control Communications

DAY 5
- ➢ **MODULE 11: Project Risk Management**
- ➢ Plan Risk Management
- ➢ Identify Risks
- ➢ Perform Qualitative Risk Analysis
- ➢ Perform Quantitative Risk Analysis
- ➢ Plan Risk Responses
- ➢ Control Risks
- ➢ **MODULE 12: Project Procurement Management**
- ➢ Plan Procurement Management
- ➢ Conduct Procurements
- ➢ Control Procurements
- ➢ Close Procurements
- ➢ **MODULE II - Project Risk Management & Compliance**

DAY 6
- ➢ **Risk Management Framework and Planning**
- ➢ **Introduction**
- ➢ Key definitions
- ➢ Project Management Body Of Knowledge (PMBOK) - 6 risk management processes
- ➢ Project risk management goal
- ➢ Purpose of risk management
- ➢ Benefits of risk management
- ➢ Responsibilities in risk management
- ➢ Integrating risk management into the project management process
- ➢ Components of risk
- ➢ Types of risk
- ➢ Six steps of risk management
- ➢ Plan the approach to risk management
- ➢ Risk Identification
- ➢ Risk Assessment & Quantification

- ➢ Risk Response Plan Development
- ➢ Risk management plan execution
- ➢ Evaluating risk response results
- ➢ **Risk Planning (Step 1)**
- ➢ Plan the approach to risk management
- ➢ Planning inputs, tools & outputs

DAY 7
- ➢ **Risk Identification Processes**
- ➢ **Risk Identification (Step 2)**
- ➢ Identification inputs & tools
- ➢ Identification guidelines
- ➢ Risk identification techniques
- ➢ Risk categories
- ➢ Risk identification outputs
- ➢ **Review of Cost & Schedule Estimating in Relation to Risk**
- ➢ Cost estimating classes & types
- ➢ Cost estimating methods
- ➢ Accuracy, allowances, contingency & management reserve
- ➢ Work Breakdown Structures (WBS)
- ➢ Schedule diagramming - critical path method (CPM)
- ➢ Resource management
- ➢ Earned value method (EVM)
- ➢ Baselining

DAY 8
- ➢ **Risk Assessment and Quantification Processes**
- ➢ **Risk Assessment & Quantification (Step 3)**
- ➢ Risk analysis inputs
- ➢ Risk analysis guidelines
- ➢ Probability analysis
- ➢ Impact analysis

- Risk analysis approaches - qualitative & quantitative
- Risk analysis tools & techniques
- Statistical sums in risk analysis
- Program Evaluation & Revue Technique (PERT)
- Monte Carlo simulation
- Decision trees
- Project risk rating & prioritizing
- Risk analysis outputs

DAY 9
- **Risk Response Plan Development**
- **Risk Response Plan Development (Step 4)**
- Risk response development inputs, tools & techniques
- Risk response strategy guidelines
- Response strategies for threats
- Response planning & network diagramming
- Response analysis
- Alternative responses
- Reserves - contingency & management
- Response planning outputs

DAY 10
- **Risk Response Control**
- Risk management plan execution (Step 5)
- Risk response control tools
- Risk response control guidelines
- Risk strategy execution
- Evaluating risk response results (Step 6)
- Risk documentationThe design of financial models for forecasting and decision-making

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