

Project Management Professional (PMP)

Duration: 1 Day

Course Overview:

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 fast-paced and highly technical workplace. This course expands upon the basic concepts of project management you discovered in the Project Management Fundamentals course, and offers a job-related approach to successful project management across application areas and industries.

Students Learn To:

- Initiate a project and plan project work
- Develop project schedules, cost estimates, and budgets
- Plan project quality, staffing, and communications
- Analyze project risks and plan project procurement
- Project, monitor, and control project work
- Control the project schedule and costs
- Monitor and control project quality, staffing, communications, risks, and contracts
- Close the project

Who Should Attend: Experienced project managers who desire to increase their project management skills, apply a standards-based approach to project management and apply for Project Management Institute, Inc. (PMI®) Project Management Professional (PMP®) Certification.

Prerequisites: Project Management Fundamentals, Microsoft Project 2003 (All Levels) or equivalent knowledge.

Course Outline:

Initiating a Project

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

Planning Project Work

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

Developing Project Schedules, Cost Estimates, and Budgets

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

Planning Project Quality, Staffing, and Communications

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

Analyzing Risks and Planning Risk Response

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

Planning Project Procurement

- Prepare a Contract Statement of Work
- Prepare a Procurement Document

Executing Project Work

- Direct and Manage Project Execution
- Perform Quality Assurance
- Develop the Project Team

Executing Project Work (cont.)

- Distribute Project Information
- Request Seller Responses and Select Sellers

Monitoring and Controlling Project Work

- Monitor and Control Project Work
- Manage Changes to Performance Baselines
- Review Deliverables and Work Results
- Control Project Scope

Monitoring and Controlling Project Schedules and Costs

- Control the Project Schedule
- Control Project Costs

Monitoring and Controlling Project Quality, Staffing, and Communications

- Perform Quality Control and Manage the Project Team
- Report Project Performance
- Manage Stakeholders

Monitoring and Controlling Project Risk and Contracts

- Monitor and Control Project Risk
- Administer a Contract

Closing the Project

- Close a Project
- Close a Contract

Appendix A: PMP Certification Mapping

Appendix B: Certification Lightning Round

Supplemental Lesson PMP® Certification Practice Test

Appendix C: Schedule Management Plan Example

Appendix D: Statement of Work (SOW) Example

Appendix E: Professional and Social Responsibility