



➤ **What is a Project Management Professional?**

The Project Management Institute (PMI) sponsors a project management certification, the purpose and goal of which is the development, maintenance, evaluation, promotion and administration of a rigorous, examination-based, professional certification credential of the highest caliber – the Project Management Professional (PMP). The PMP program supports the international community of Project Management Professionals and is designed to objectively assess and measure professional knowledge. This accreditation is one of the most sought after and prestigious Project Management accreditations in the world.

➤ **Course Description**

This 3-day project management course is based on the Project Management Body of Knowledge (PMBOK) Guide to managing projects. (PMI is the author and owner of the PMBOK Guide titled "A Guide to the Project Management Body of Knowledge – Fourth Edition"). The guiding principles of the PMBOK are as follows: Project Integration Management; Project Scope Management; Project Time Management; Project Cost Management; Project Quality Management; Project Human Resource Management; Project Communications Management; Project Risk Management; Project Procurement Management. One of the mandatory requirements set out by the PMI is that, in order to take a PMP examination a candidate must first satisfactorily complete 35 Professional Development Units (PDU's). This course will cover 22 PDU's.

➤ **Course Objectives**

On completion of this course delegates will understand the principles of the PMBOK as described above.

➤ **Who should attend?**

Project Managers who wish to progress to PMP status as outlined by the PMI. Note that the pre-requisites to be invited to take the PMP examination, a candidate must have either

- (a) a Bachelor Degree or equivalent, along with 4500 hours of project management exposure within the last 3 years and must have completed 35 PDU's (training) with an authorised instructor or
- (b) 7500 hours of project management exposure within the last 5 years and must have completed 35 PDU's (training) with an authorised instructor

Please note that these are not pre-requisites for attending the course itself but should be considered should delegates wish to apply for the optional PMP examinations.

➤ **Further requirements**

This course gives delegates a solid grounding of the principles of Project Management as outlines in the PMBOK. Should candidates wish to take the PMP examinations then they should consider completing our PMP Exam Preparation Course, as this will significantly improve the likelihood of passing the examinations on the first attempt.

Course Content

☒ **Course Introduction**

Administration, Objectives & Introductions

☒ **PMI Philosophy**

Basic principles of project management; What is a Project; What is Project Management

☒ **PMI Body Of Knowledge**

Understanding project environments;
Competencies for project managers

☒ **Project Management Model**

PM I® Process Groups; Processes & Knowledge Areas

☒ **Initiating Projects**

Understanding the business reasons for projects, and how they are initiated in an orderly manner

☒ **Planning Projects**

Identifying and defining the way in which the objectives of the project will be achieved; managing scope, budget, resources and quality

☒ **Risk Management**

Improving the chances of the project happening the way the project manager wants it to happen

☒ **Executing projects**

Making sure that the work starts and runs according to plan; dealing with issues and changes as they occur

☒ **Controlling Projects**

Measuring progress, taking corrective actions, and reporting to senior management

☒ **Closing Projects**

Contract and administration closedown, dealing with outstanding issues, and closing down the project team

☒ **Case Study**

This course is very practical, with about 45% of the time spent working on a case study project; every aspect is reviewed, discussed and related back to the delegates own working environments

☒ **Appendices**

PMI® Certification, Professional Responsibility, Earned Value Analysis

DURATION

3 DAYS