PROJECT PREP
projectprep.org

Here is your Prep Pack!

Congratulations on taking your first step toward certification and career development. We are here to help you along the path! We have prepared this **Prep Pack** to guide your studies. It includes the following materials:

1.	**Pass Tips**	Describes our tips for passing your PMP® or CAPM® exam on the first try – which is critical. The exam is expensive!
2.	**Exam Cheat Sheet**	Summarizes key concepts from each chapter of the PBMBOK® Guide. This is our most widely used study tool.
3.	**Practice Test**	Includes a full-length PMP® and CAPM® practice test. The questions are designed to resemble those on the actual exam.
4.	**Free Questions Directory**	Provides a directory of free PMP® and CAPM® questions and includes our review of those questions.
5.	**Process Reference**	Describes each of the 49 PMBOK® processes along with their process group and knowledge area.
6.	**ITTO Spreadsheet**	Includes a detailed listing of the ITTOs for each PMBOK® process – along with tips for how to master them.
7.	**ITTO Blank Sheets**	Includes a blank table for each process so you can write the ITTOs down. Writing helps us to remember and see patterns.
8.	**ITTO Notecards**	Includes notecards, which you can print and cut out, that outline the ITTOs for each of the 49 PMBOK® processes.
9.	**Experience Tracker**	Provides a tool to track your PM experience, which you will need to document on your PMP® exam application.
10.	**10 Job Tips**	Outlines our 10 tips for becoming more competitive for today's project management jobs.
11.	**White Belt Course**	Provides access to a free Lean Six Sigma *White Belt* certification course through our sister organization (Six Sigma Society).

Good luck with your studies, and please let us know, if you have any questions.

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