Course Syllabus

Project Management Professional (PMP) ATP Bootcamp: 8 Day UK and APAC Cohort

Project Management Professional (PMP) ATP Bootcamp: 8 Day NA Cohort

PMP ATP Bootcamp

We are glad you have joined us for this course! Here is some information that will help you to navigate your learning platform and locate course content.

Joining the Session

Before the first live session please confirm that you can access Zoom:

1. Visit https://support.zoom.us and click on **Getting Started**.
2. Attn Percipio Users - The **Join Now** option is available where you registered for the session in Percipio 15 minutes prior to the start of class.
3. Attn Skillport Users - The **Join** link is available 45 minutes from the Live Session # Details prior to the start of each class. Please click the **Join** link and then **Download and Run Zoom**.
4. Attn All Other Learning Platform Users – Please check with your training provider for information about joining the session.

Course Description

This course provides Project Managers with the knowledge and skills needed to attain the Project Management Professional (PMP®) certification. This course meets the 35-hour classroom requirement for the PMP® Exam. Classes are taught by badged Authorized Training Provider (ATP) instructors who have their PMP® credential, with real life experience in both traditional and agile Project Management approaches. In addition to the 35 classroom hours, students will receive access to a practice exam simulator and mentors who are available to provide guidance and answer questions about the PMP® curriculum.

Target Audience

This course is designed for the individuals who have on-the-job project management experience regardless of whether their formal job role is project manager, who are not certified project management professionals, and who might or might not have had formal project management training. The course enables candidates to develop professionally,

increase their project management skills, apply a formalized and standards-based approach to project management, and seek career advancement by moving into a formal project manager job role, as well as to apply for the Project Management Institute's Project Management Professional (PMP)® certification.

Skills/Objectives
In this course, you will learn how to build and manage a team, and to plan, execute, and complete a project that is aligned to the business environment. You will learn the tools and techniques to:
- Create a high-performing team
- Plan and manage the project
- Execute and assess the project work
- Keep the team on track
- Keep the business environment in mind

PMP® Exam Prerequisites
Before you apply, please review the following set of PMP® Certification requirements.

A four-year degree
Minimum three years/36 months unique non-overlapping professional project management experience
35 hours of project management education/training or CAPM® Certification

— OR —

A high school diploma, an associate's degree, or global equivalent
Minimum five years/60 months unique non-overlapping professional project management experience
35 hours of project management education/training or CAPM® Certification

— OR —

Bachelor's or post-graduate degree from a GAC accredited program *(bachelor's degree or master's or global equivalent)
Minimum two years/24 months unique non-overlapping professional project management experience
35 hours of project management education/training or CAPM® Certification

Note: If you are a graduate of a GAC accredited degree program, you will receive a 12-month credit towards the work experience requirement. Also, you can use the GAC course work to fulfill the 35-education contact hour requirement. Learn more about the PMI Global Accreditation Center for Project Management Education Programs (GAC).

Authorized Training Partner (ATP) Training

An Authorized Training Partner (ATP) is an organization that PMI has approved to offer PMP certification exam prep using the official PMI curriculum that is aligned with the exam.
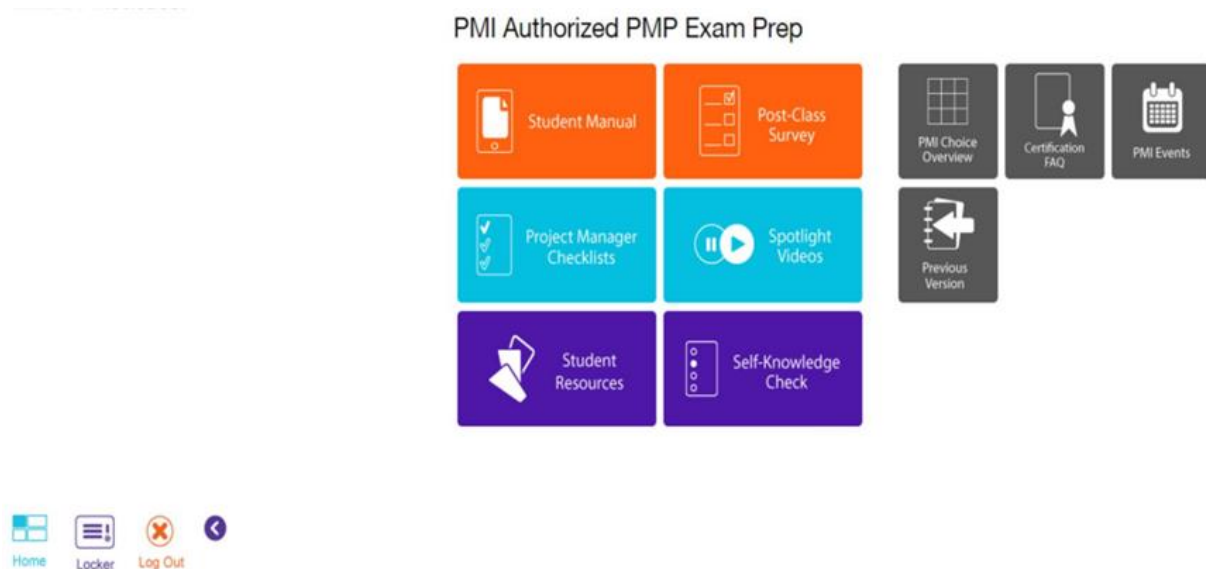
Attendance Requirements for Course Completion

It will take approximately 35 hours to complete the Bootcamp sessions.

Special Note for PMP Candidates: The Project Management Institute requires live, real-time attendance in our live instructor-led classes for your attendance to count. For more information about missed sessions, please see the PMP 8-Week Attendance and Certificates of Completion document in your Bootcamp resources.

Required PMP Learner Kit

Please note that PMI requires all PMP candidates who take ATP training to have a **Learner Kit** prior to taking the PMP Certification Exam. Learner Kit vouchers must be **purchased through Skillsoft** and **redeemed through PMI**. Contact your corporate training staff for more information or watch the PMP 8-Week Attendance and Certificate of Completion video. The video explains who does/does not need to purchase the kit, how to purchase the kit from Skillsoft and register the kit with PMI, as well as the contents and resources contained in the kit.

Bootcamp Syllabus

Session 1:	Session2:
• Onboarding: House-keeping, Learner Kit, Attendance & Certificate of Completion, PMP Exam Information • Build a Team • Define Team Ground Rules • Negotiate Project Agreements • Empower Team Members and Stakeholder • PMP Vocabulary and Day 1 Survey	• Train Team Members and Stakeholders • Engage and Support Virtual Teams • Build Shared Understanding about a Project • Determine Appropriate Project Methodology/Methods and Practices • Plan and Manage Scope • PMP Vocabulary and Day 2 Survey
Session 3:	**Session 4**
• Plan and Manage Schedule • Plan and Manage Budget and Resources • Plan and Manage Quality of Products and Deliverables • Integrate Project Planning and Activities • PMP Vocabulary and Day 3 Survey	• Plan and Manage Procurement • Establish Project Governance Structure • Plan and Manage Project/Phase Closure • Assess and Manage Risks • Execute Project to Deliver Business Value • PMP Vocabulary and Day 4 Survey
Session 5:	**Session 6:**
• Manage Communications • Engage Stakeholders • Create Project Artifacts • Manage Project Changes • Manage Project Issues • Ensure Knowledge Transfer for Project Continuity • Lead a Team • Support Team Performance • PMP Vocabulary and Day 5 Survey	• Support Team Performance (contd.) • Address and Remove Impediments, Obstacles, and Blockers • Manage Conflict • Collaborate with Stakeholders • Mentor Relevant Stakeholders • Apply Emotional Intelligence to Promote Team Performance • Manage Compliance Requirements • PMP Vocabulary and Day 6 Survey

Bootcamp Syllabus Cont'd

Session 7:	Session 8:
- Evaluate and Deliver Project Benefits and Value - Evaluate and Address Internal and External Business Environmental Changes - Address and Remove Impediments, Obstacles, and Blockers - Support Organizational Change - Employ Continuous Process Improvement - Plus, BONUS Agile Content! - PMP Vocabulary and Day 7 Survey	BONUS Agile Content! (contd.) PMP Vocabulary Wrap Up: Certificate of Attendance, PMP exam tips and next steps and Day 8 Survey

Recommended Hours of Study

It is recommended that you spend approximately 100 hours toward your PMP exam studies. This includes the hours of training, practice exams, and review of the PMBOK Guide and PowerPoint slide content. It is also recommended that you memorize all formulas and familiarize yourself with all the vocabulary in the PMBOK guide glossary.

Certificate of Completion

Once you have completed all live Bootcamp sessions, you can access your certificate of completion. The steps are as follows.

1. Visit https://certificaterequest.skillsoft.com/, click "Go to Certificate Request", and enter the Course Title or Course ID to locate the course.
   Course Title: PMP® Exam Prep: PMI (ATP) Bootcamp
   Course ID: LLPM0015

2. Enter your **completion date** (date of last session) and enter **100** as your score

3. Provide a copy of your attendance tracker. Your attendance tracker is a Word document file that is part of your Bootcamp resources that helps you keep track of when you joined or left a session as well as when you watched the recordings to make up for missing two live sessions (if you attended an 8-Day Bootcamp). If you used different names on different days, be sure to record these in the Display Name field. To upload a copy click Browse, navigate to the file, and upload it. If you had to make up a session by watching the recording, be sure to include the date and indicate in one of the fields that you watched the recording. **Note:** You can ignore the message that says to upload your activity report as the attendance tracker is being used in its place.
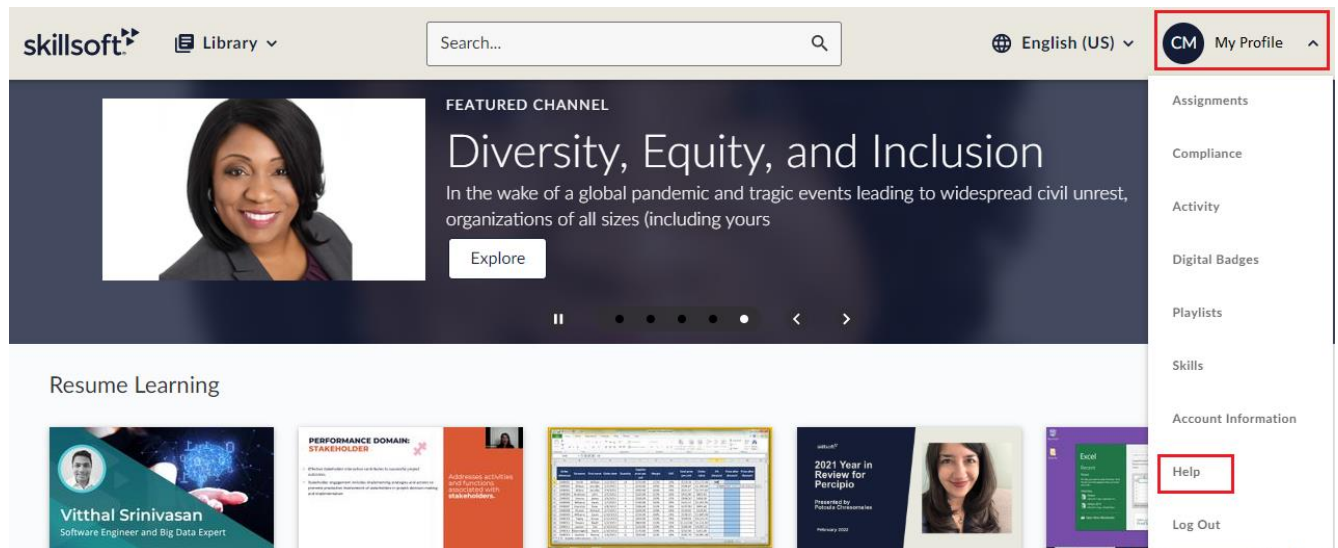

4. Fill in your user profile and click Next. Be sure to include your first name, last name and email address used from your learning portal and or Zoom. If you used different names/email addresses on different days, be sure to use the name/email address used most often. If the person processing your certificate request has any questions, they will reach out to you.

5. Review the information and submit your request.

Technical Support

We offer 24/7 support if you need assistance with your Percipio learning platform. To access support, click the arrow to the right of your profile and select "Help".

Course Contact

Email the mentoring team at Skillsoft_Mentoring@skillsoft.com.

Already PMP Certified? You can claim 35 PDUs from the Project Management Institute for this course!
You may self-report 35 hours under PMI's CCRS system at https://ccrs.pmi.org/.