

Project Management Professional (PMP)

Introduction

The Project Management Professional (PMP)® is the world's leading project management certification. Now including predictive, agile, and hybrid approaches, the PMP® proves project leadership experience and expertise in any way of working. It supercharges careers for project leaders across industries and helps organizations find the people they need to work smarter and perform better.

PMP certification validates that you have the project leadership skills employers seek. The new PMP includes three key approaches:

- Predictive (waterfall)
- Agile
- Hybrid

Gain a competitive edge. Prove your work smarter. Make your goals a reality. Earn the PMP today.

Course Highlights

Participants who take part in the PMP certification training will learn about:

- 10 knowledge areas and process groups of the PMBOK Guide – Sixth Edition
- Project management tools, techniques, and best practices
- Application of PM concepts learned in real-life scenarios
- Various components of project management and integrating them for successful project results
- Applying WBS for projects
- Understanding Tailoring project management best practices according to the requirements
- Initiating and planning project work
- Analyzing project risks to deliver them on time
- Monitoring and controlling the project to ensure it stays on course and there are no project scope creep issues

Course Outline

Domain I	People
Task 1	Manage conflict <ul style="list-style-type: none"> • Interpret the source and stage of the conflict • Analyze the context for the conflict • Evaluate/recommend/reconcile the appropriate conflict resolution solution
Task 2	Lead a team <ul style="list-style-type: none"> • Set a clear vision and mission • Support diversity and inclusion (e.g., behavior types, thought process) • Value servant leadership (e.g., relate the tenets of servant leadership to the team) • Determine an appropriate leadership style (e.g., directive, collaborative) • Inspire, motivate, and influence team members/stakeholders (e.g., team contract, the social contract, reward system) • Analyze team members and stakeholders' influence • Distinguish various options to lead various team members and stakeholders

Task 3	Support team performance <ul style="list-style-type: none"> • Appraise team member performance against key performance indicators • Support and recognize team member growth and development • Determine appropriate feedback approach • Verify performance improvements
Task 4	Empower team members and stakeholders <ul style="list-style-type: none"> • Organize around team strengths • Support team task accountability • Evaluate demonstration of task accountability • Determine and bestow level(s) of decision-making authority
Task 5	Ensure team members/stakeholders are adequately trained <ul style="list-style-type: none"> • Determine required competencies and elements of training • Determine training options based on training needs • Allocate resources for training • Measure training outcomes
Task 6	Build a team <ul style="list-style-type: none"> • Appraise stakeholder skills • Deduce project resource requirements • Continuously assess and refresh team skills to meet project needs • Maintain team and knowledge transfer
Task 7	Address and remove impediments, obstacles, and blockers for the team <ul style="list-style-type: none"> • Determine critical impediments, obstacles, and blockers for the team • Prioritize critical impediments, obstacles, and blockers for the team • Use the network to implement solutions to remove impediments, obstacles, and blockers for the team • Re-assess continually to ensure impediments, obstacles, and blockers for the team are being addressed
Task 8	Negotiate project agreements <ul style="list-style-type: none"> • Analyze the bounds of the negotiations for an agreement • Assess priorities and determine ultimate objective(s) • Verify objective(s) of the project agreement is met • Participate in agreement negotiations • Determine a negotiation strategy
Task 9	Collaborate with stakeholders <ul style="list-style-type: none"> • Evaluate engagement needs for stakeholders • Optimize alignment between stakeholder needs, expectations, and project objectives • Build trust and influence stakeholders to accomplish project objectives
Task 10	Build shared understanding <ul style="list-style-type: none"> • Break down the situation to identify the root cause of a misunderstanding • Survey all necessary parties to reach a consensus • Support outcome of parties' agreement • Investigate potential misunderstandings
Task 11	Engage and support virtual teams <ul style="list-style-type: none"> • Examine virtual team member needs (e.g., environment, geography, culture, global, etc.) • Investigate alternatives (e.g., communication tools, colocation) for virtual team member engagement • Implement options for virtual team member engagement • Continually evaluate the effectiveness of virtual team member engagement
Task 12	Define team ground rules <ul style="list-style-type: none"> • Communicate organizational principles with team and external stakeholders • Establish an environment that fosters adherence to the ground rules • Manage and rectify ground-rule violations
Task 13	Mentor relevant stakeholders

	<ul style="list-style-type: none"> • Allocate the time to mentoring • Recognize and act on mentoring opportunities
Task 14	Promote team performance through the application of emotional intelligence <ul style="list-style-type: none"> • Assess behavior through the use of personality indicators • Analyze personality indicators and adjust to the emotional needs of key project stakeholders
Domain II	Process
Task 1	Execute project with the urgency required to deliver business value <ul style="list-style-type: none"> • Assess opportunities to deliver value incrementally • Examine the business value throughout the project • Support the team to subdivide project tasks as necessary to find the minimum viable product
Task 2	Manage communications <ul style="list-style-type: none"> • Analyze communication needs of all stakeholders • Determine communication methods, channels, frequency, and level of detail for all stakeholders • Communicate project information and updates effectively • Confirm communication is understood and feedback is received
Task 3	Assess and manage risks <ul style="list-style-type: none"> • Determine risk management options • Iteratively assess and prioritize risks
Task 4	Engage stakeholders <ul style="list-style-type: none"> • Analyze stakeholders (e.g., power interest grid, influence, impact) • Categorize stakeholders • Engage stakeholders by category • Develop, execute, and validate a strategy for stakeholder engagement
Task 5	Plan and manage budget and resources <ul style="list-style-type: none"> • Estimate budgetary needs based on the scope of the project and lessons learned from past projects • Anticipate future budget challenges • Monitor budget variations and work with governance process to adjust as necessary • Plan and manage resources
Task 6	Plan and manage schedule <ul style="list-style-type: none"> • Estimate project tasks (milestones, dependencies, story points) • Utilize benchmarks and historical data • Prepare schedule based on the methodology • Measure ongoing progress based on the methodology • Modify schedule, as needed, based on the methodology • Coordinate with other projects and other operations
Task 7	Plan and manage the quality of products/deliverables <ul style="list-style-type: none"> • Determine quality standard required for project deliverables • Recommend options for improvement based on quality gaps • Continually survey project deliverable quality
Task 8	Plan and manage scope <ul style="list-style-type: none"> • Determine and prioritize requirements • Break down scope (e.g., WBS, backlog) • Monitor and validate scope
Task 9	Integrate project planning activities <ul style="list-style-type: none"> • Consolidate the project/phase plans • Assess consolidated project plans for dependencies, gaps, and continued business value • Analyze the data collected • Collect and analyze data to make informed project decisions

	<ul style="list-style-type: none"> Determine critical information requirements
Task 10	Manage project changes <ul style="list-style-type: none"> Anticipate and embrace the need for change (e.g., follow change management practices) Determine a strategy to handle change Execute change management strategy according to the methodology Determine a change response to move the project forward
Task 11	Plan and manage procurement <ul style="list-style-type: none"> Define resource requirements and needs Communicate resource requirements Manage suppliers/contracts Plan and manage procurement strategy Develop a delivery solution
Task 12	Manage project artifacts <ul style="list-style-type: none"> Determine the requirements (what, when, where, who, etc.) for managing the project artifacts Validate that the project information is kept up to date (i.e., version control) and accessible to all stakeholders Continually assess the effectiveness of the management of the project artifacts
Task 13	Determine appropriate project methodology/methods and practices <ul style="list-style-type: none"> Assess project needs, complexity, and magnitude Recommend project execution strategy (e.g., contracting, finance) Recommend a project methodology/approach (i.e., predictive, agile, hybrid) Use iterative, incremental practices throughout the project life cycle (e.g., lessons learned, stakeholder engagement, risk)
Task 14	Establish a project governance structure <ul style="list-style-type: none"> Determine appropriate governance for a project (e.g., replicate organizational governance) Define escalation paths and thresholds
Task 15	Manage project issues <ul style="list-style-type: none"> Recognize when a risk becomes an issue Attack the issue with the optimal action to achieve project success Collaborate with relevant stakeholders on the approach to resolve the issues
Task 16	Ensure knowledge transfer for project continuity <ul style="list-style-type: none"> Discuss project responsibilities within the team Outline expectations for the working environment Confirm approach for knowledge transfers
Task 17	Plan and manage project/phase closure or transitions <ul style="list-style-type: none"> Determine criteria to successfully close the project or phase Validate readiness for transition (e.g., to operations team or next phase) Conclude activities to close out project or phase (e.g., final lessons learned, retrospective, procurement, financials, resources)
Domain III	Business Environment
Task 1	Plan and manage project compliance <ul style="list-style-type: none"> Confirm project compliance requirements (e.g., security, health, and safety, regulatory compliance) Classify compliance categories Determine potential threats to compliance Use methods to support compliance Analyze the consequences of noncompliance Determine necessary approach and action to address compliance needs (e.g., risk, legal) Measure the extent to which the project is in compliance
Task 2	Evaluate and deliver project benefits and value

	<ul style="list-style-type: none"> Investigate that benefits are identified Document agreement on ownership for ongoing benefit realization Verify measurement system is in place to track benefits Evaluate delivery options to demonstrate the value Appraise stakeholders of value gain progress
Task 3	Evaluate and address external business environment changes for impact on the scope <ul style="list-style-type: none"> Survey changes to external business environment (e.g., regulations, technology, geopolitical, market) Assess and prioritize impact on project scope/backlog based on changes in an external business environment Recommend options for scope/backlog changes (e.g., schedule, cost changes) Continually review external business environment for impacts on project scope/backlog
Task 4	Support organizational change <ul style="list-style-type: none"> Assess organizational culture Evaluate the impact of organizational change to project and determine required actions Evaluate the impact of the project on the organization and determine required actions

Prerequisites

Participants who wish to take up the PMP certification exam must meet the below-mentioned requirements, which are for both education and work experience:

Option1

- Education Background: Secondary Degree (High School Diploma, Associate's Degree or the global equivalent)
- Project Management Experience: 60 months of leading and directing projects
- Project Management Education: 35 hours of formal project management education or CAPM certification

Option 2

- Education Background: Four-year Degree
- Project Management Experience: 36 months of leading and directing projects
- Project Management Education: 35 hours of formal project management education or CAPM certification

Target Audience

Job roles that can take up PMP certification training include, but are not limited to:

- IT Managers
- Project Managers
- Team Leads
- Project Associates
- Project Analysts
- Business Analysts
- Project Coordinators
- Associate Project Managers
- Product Managers
- Program Managers
- Project Consultants
- Project Sponsors
- Software Developers
- Aspiring Project Managers
- Anybody who wishes to gain a complete understanding of the PMBOK Guide
- Anybody who wishes to clear their PMP certification exam

Training Schedules & Slots

Weekdays	
Days	No. of Hours
Monday	4
Tuesday	4
Wednesday	4
Thursday	4
Friday	4
Monday	4
Tuesday	4
Wednesday	4
Total 8 Days	Total 32 Hours

Weekends	
Days	No. of Hours
Saturday	8
Sunday	8
Saturday	8
Sunday	8
Total 4 Days	Total 32 Hours