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To pass 80% or higher  
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1.

You create a new project plan for your company’s staff training program. Which component of the project plan tracks team member activities?

Time

Tasks

Relevant documentation

Milestones

Correct
- 1 / 1 point

2.

Fill in the blank: The main difference between effort estimation and time estimation is that time estimation includes \_\_\_\_.

marketing time

vendor time

stakeholder time

inactive time

Correct

1 / 1 point

3.

You create a list of tasks for a project and determine which tasks the team must complete before another task can begin. What type of tasks have you identified?

Critical paths

Dependencies

Milestones

Subtasks

Correct

1 / 1 point

4.

As a project manager, you use interpersonal skills to lead your team effectively. You ask the right questions and negotiate effectively with your team on a daily basis. What is a third important interpersonal skill you can use?

Decrease feedback

Increase expectations

Practice empathy

Perform reviews

Correct

1 / 1 point

5.

What type of document will you create to highlight tasks, assignments, and the timeline of a project?

Project plan

Project proposal

Risk assessment

Team retrospective

Correct

1 / 1 point

6.

As a project manager, you schedule regular meetings with your team throughout the project to ask questions about the tasks and learn more about their skill sets. What project plan best practice does this represent?

Recognizing and planning for the inevitable

Championing your plan

1 / 1 point

- ☐ Giving yourself time to plan
- ☒ Staying curious

☒ Correct

7. Which of the following is a best practice when estimating the project timeline? Select all that apply. 1 / 1 point

- ☒ Be thorough during the planning process.

☒ Correct

- ☒ Escalate any timeline concerns to stakeholders.

☒ Correct

- ☐ Work quickly through the planning process to get the project started.
- ☐ Prove competency by trying to resolve timeline concerns without input.

8. You are a project manager working to build a new house. You consider the upcoming storm forecast in your construction plan. How can you mitigate the storm disruption in the project planning stage? 1 / 1 point

- ☐ Keep a positive attitude for the team.
- ☐ Remind team members that they will need to complete tasks during the storm.
- ☐ Assign more tasks to team members.
- ☒ Add task buffers for the tasks that occur during the storm.

☒ Correct

9. As a project manager, you create a critical path for a project. You add up the duration of the tasks on the critical path from the beginning to the end. What type of pass method did you use to calculate the critical path? 1 / 1 point

- ☐ Backward pass
- ☐ Sequential pass
- ☐ Low pass
- ☒ Forward pass

☒ Correct

10. Which of the following is a visual tool a project manager can use to manage tasks and workflows? 1 / 1 point

- ☐ RACI chart
- ☐ Project charter
- ☐ Stakeholder power grid
- ☒ Kanban board

☒ Correct