



PM187L: Project Management Professional (PMP)

Training Description:

Project Management Professional (PMP) is the designation awarded by the **PMI - Project Management Institute** to project management professionals who fulfil certain education and experience criteria. It is a certificate of their superior project management knowledge and skill.

The Project Management Professional (PMP)[®] is the world's leading project management certification, and this course will help you prepare for it. Now including predictive, agile, and hybrid approaches, the PMP[®] proves that its holders have the project leadership experience and expertise to manage any project. The certification also supercharges careers for project leaders across industries and helps organizations find the people they need to work smarter and perform better. This course training will prepare participants for the PMP[®] exam by assisting them in understanding the new structure of the exam and by discussing the exam's requirements and analyzing its questions' format.

Training Objectives:

The main objective of this Project Management Professional (PMP) certification course is to empower project management professionals with:

- ✓ Complete knowledge, information, confidence and experience to undertake the PMP certification exam and successfully clear it. The required skill to work at the same level of quality and productivity as a PMP
- ✓ The confidence, experience and knowledge to successfully manage and complete complex projects within the set timelines and budgets
- ✓ The adequate knowledge and confidence to train other project management professionals enhance their skills and capabilities, thus demonstrating potential and talent
- ✓ The ability and confidence to handle multiple projects at the same time and deliver high-quality outcomes in both, increasing chances for better career opportunities within the organization and beyond
- ✓ The required expertise in all performance domains of the PMP exam
- ✓ Enhanced strategic and analytical skills to innovate and provide effective ideas to managing a project from start to end, from planning to delivery
- ✓ The overall skill set, capability and experience to receive and successfully undertake critical roles and responsibilities across any industry, thus increasing market reach and scope

Personal Benefits:

- ✓ Increased knowledge, understanding, confidence and skill to successfully undertake and clear the PMP certification exam
- ✓ Enhanced capability and experience to efficiently manage complex projects for one's organization or beyond, thus increasing avenues for growth and progression
- ✓ Greater understanding and experience to adopt an organized approach, starting from structured team formation
- ✓ Better analytical and strategic skills to provide innovate ideas and suggestions regarding projects or ways to conduct them
- ✓ Increased skill and knowledge to align project outcome and deliverables to organizational strategy and objectives, thus demonstrating talent and potential and encouraging career growth and progression

- ✓ Greater experience and foresight to predict risks and take corrective action to prevent occurrence during the project life cycle or minimize the impact on project results
- ✓ Increased knowledge and experience to work against scope, time and cost constraints and successfully complete projects with the desired outcome

Organisational Benefits:

- ✓ Trained and experienced professionals, to the level of skill and experience of a PMP, to manage and complete complex projects
- ✓ Regular training of other professionals and stakeholders for project management best practices, with no increase in the cost to the company
- ✓ Organized approach to project management, right from team formation, plan design to handover
- ✓ Effective risk assessment and management
- ✓ Alignment of project objectives and deliverables to organizational strategy, thus contributing to organizational growth and development
- ✓ Effective and timely decisions during the course of a project, preventing impact to project timeline or budget
- ✓ Greater investments, and hence organizational growth, because of more successful completion of projects

Training Designed for:

This course is intended for Senior members of an organization's management who need to understand the importance and benefits of having trained and certified professionals carry out projects within the organization, Project managers, coordinators and analysts responsible for planning, coordinating and successfully completing projects within the organization, Project team leads and officers responsible for setting standards and guidelines around the management of projects, Project management professionals aiming for re-certification through the PMP exam, Other stakeholders involved in a project and any other professional who would like to know more and upskill oneself in project management, to the level of a PMP.

Training Requirement:

"Hand's on practical sessions, equipment and software will be applied during the course if required and as per the client's request."

Contents can be adapted to your specific wishes. It is therefore possible to focus on specific modules of the training course as per client's learning needs and objectives. Further, it should be forwarded to us a month prior to the course dates.

Training Program:

FIVE DAYS:

- ❖ **Module 1: PMP Certification Overview**
 - Pre-requisites
 - Application process
 - Exam format
- ❖ **Module 2: Advantages of PMP Certification**
 - Globally recognized

- Expanded market reach and scope
- Better job opportunities and salaries
- More challenging projects
- Great future investment
- Economic security

❖ **Module 3: Project Integration Management**

- Project charter
- Scope statement
- Project management plan
- Direction and control of work
- Project closure

❖ **Module 4: Project Scope Management**

- Scope Planning
- Requirement collection
- Scope process definition
- Work breakdown structure
- Scope process validation
- Scope process control

❖ **Module 5: Project Schedule Management**

- Activity definition
- Sequencing activities
 - Precedence diagramming method or activity-on-node method
 - Finish-to-start
 - Start-to-start
 - Finish-to-finish
 - Start-to-finish

❖ **Module 6: Project Cost Management**

- Resource planning
- Cost estimation
- Cost budgeting
- Cost control

❖ **Module 7: Project Quality Management**

- Quality planning
- Quality assurance
- Quality control

❖ **Module 8: Project Resource Management**

- Resource planning
- Resource estimation and acquisition
- People development
- Physical resource control

❖ **Module 9: Project Communications Management**

- Communication planning
- Communication management

- Communication control
- ❖ **Module 10: Project Risk Management**
 - Risk identification
 - Risk analysis
 - Risk evaluation
 - Risk treatment and response
 - Risk monitoring
- ❖ **Module 11: Project Procurement Management**
 - Procurement planning
 - Procurement selection
 - Procurement administration
 - Procurement closure
- ❖ **Module 12: Project Stakeholder Management**
 - Stakeholder identification
 - Stakeholder engagement planning
 - Stakeholder engagement management
 - Stakeholder engagement monitoring
- ❖ **Module 13: Responsibilities of a PMP**
 - Develop a big idea
 - Put the team together
 - Organise and coordinate the plan
 - Lead the team
 - Manage expenses
 - Utilise decision making power
 - Deliver committed objectives
 - Manage handover
- ❖ Course Conclusion
- ❖ POST-ASSESSMENT and EVALUATION

Training Methodology:

This interactive training course includes the following training methodologies as a percentage of the total tuition hours:

- 30% Lectures, Concepts, Role Play
- 70% Workshops & Work Presentations, Techniques, Based on Case Studies & Practical Exercises, Gamification, Software & General Discussions
- Pre and Post Test

Training Certificate(s):

Internationally recognized certificate(s) will be issued to each participant who completed the course.

Training Fees:

TBA as per the course location - This rate includes participant's manual, hand-outs, buffet lunch, coffee/tea on arrival, morning & afternoon of each day.

Note: The 5% VAT (Value Added Tax), will be effective starting 01st of January 2018 as per the new regulation from the UAE Government. The VAT applies for all quotation both for local and abroad.

Training Timings:

Daily Timings:

07:45 - 08:00	Morning Coffee / Tea
08:00 - 10:00	First Session
10:00 - 10:20	Recess (Coffee/Tea/Snacks)
10:20 - 12:20	Second Session
12:20 - 13:00	Recess (Prayer Break & Lunch)
13:00 - 14:00	Last Session

For training registrations or in-house enquiries, please contact:

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