PMCS PMP Certification Exam Prep Course Outline

This course is designed to help you pass the PMP Certification Exam the first time you take it. It will also give you the 35 hours of Project Management training required to qualify to take the test. It includes help filling out the PMP Exam application and specific coaching to help you pass the exam.

In order to qualify to take the PMP Certification Exam you must:

- Have a Bachelor’s Degree and 4500 hours experience spent leading and directing project tasks over a three year period during the past 8 years, OR
- Without a Bachelor’s Degree, have 7500 hours experience spent leading and directing project tasks over a five year period during the past 8 years
- In addition, have 35 hours of formal project management education
- Pay the application fee (not included in course fee)

Prerequisite: In addition to experience and education, you must:

- Be willing to abide by the PMI Code of Ethics and Professional Conduct (as contained in the PMP Handbook at www.pmi.org)
- Be willing to study hard for twelve weeks. This is not an easy exam, but you will be well prepared to pass it if you attend all the classes and complete all the homework assignments

All 35 hours of this course count toward the formal project management education requirement.

See the PMP Handbook at www.pmi.org for detailed requirements, Code of Ethics, and exam application instructions.

Texts

- Head First PMP, 2nd Edition, by Jennifer Greene, PMP and Andrew Stellman, PMP
PMP Exam Prep Class Outline

All reading assignments are from Head First PMP, 2nd Edition unless otherwise specified.

Class 1 – Introduction and Chapter 1
- Overview of PMP Exam requirements
- How to begin your PMI application
- How this course is set up
- How to use the text books
- Study Tips, and Study Plan Overview
- PMP Topics: Chapter 1 - Introduction
- Sample Test Questions and Answers
- Homework Assignments: Read Chapters 1, 2 and 3 and do all the assignments. Also read the PMP Handbook at www.pmi.org. Begin the application process.

Class 2 – Chapters 2 and 3
- PMP Topics: Organizations, Constraints and Projects, and The Process Framework
- Sample Test Questions and Answers
- Homework Assignment: Read Chapter 4 and do all the assignments

Class 3 – Chapter 4
- PMP Topic: Project Integration Management
- Sample Test Questions and Answers
- Begin creating Knowledge Areas and Processes Cards
- Homework Assignment: Read Chapter 5 and do all the assignments

Class 4 – Chapter 5
- PMP Topic: Scope Management
- Sample Test Questions and Answers
- Homework Assignment: Read Chapter 6 and do all the assignments

Class 5 – Chapter 6
- PMP Topic: Time Management
- Sample Test Questions and Answers
- Begin creating Formula Study Aid
- Homework Assignment: Read Chapter 7 and do all the assignments

Class 6 – Chapter 7
- PMP Topic: Cost Management
- Sample Test Questions and Answers
- Review Integration Management
- Homework Assignment: Read Chapter 8 and do all the assignments
Class 7 – Chapter 8
- PMP Topic: Quality Management
- Sample Test Questions and Answers
- Review Scope Management
- Homework Assignment: Read Chapter 9 and do all the assignments

Class 8 – Chapter 9
- PMP Topic: Human Resource Management
- Sample Test Questions and Answers
- Review Time and Cost Management
- Homework Assignment: Read Chapter 10 and do all the assignments

Class 9 – Chapter 10
- PMP Topic: Communications Management
- Sample Test Questions and Answers
- Review Quality Management
- Homework Assignment: Read Chapter 11 and do all the assignments

Class 10 – Chapter 11
- PMP Topic: Risk Management
- Sample Test Questions and Answers
- Review HR and Communications Management
- Homework Assignment: Read Chapters 12 and 13 and do all the assignments. Read the PMP Handbook if you haven’t yet.

Class 11 – Chapters 12, 13 and 14
- PMP Topics: Procurement Management and Professional Responsibility
- Sample Test Questions and Answers
- Review Risk Management
- Review All Knowledge Areas (Chapter 14)
- Homework Assignment: Take the full Practice Exam

Class 12
- Review the Practice Exam
- Review Study Plan for the real exam
- Homework Assignment: Finalize and submit your PMP Exam application. Schedule, study for and take the PMP Exam