



Project Management Professional PMP® Certification Training Factsheet

This training targets experienced project managers who are required to get the PMP® Certification offered by Project Management Institute, PMI, USA.

COURSE INTRODUCTION ▪

Why Project Management is important?

Project Management processes apply globally and across industry groups. Good practice means that there is general agreement that the application of project management processes has been shown to enhance the chances of success over a wide range of projects. Project Managers and their teams should carefully address each process and its inputs and outputs and determine which are applicable to the project they are working on. The PMBOK Guide may be used as a resource in managing a project while considering the overall approach and methodology to be followed for the project. This effort is known as tailoring.

Project management is an integrative undertaking that requires each project and product process to be appropriately aligned and connected with the other processes to facilitate coordination. Actions taken during one process typically affect that process and other processes. This 5-day class equip students with knowledge, tools and techniques to sit for the PMP® Certification Exam. ▪ PMP Certified Instructors with many years of PMP® certification training experience.

PRE-REQUISITES ▪ PMP® Exam Eligibility (visit www.pmi.org)

COURSE CONTENT Approximately 75% of the course is based on PMBOK® guide 5th Edition. Additionally, we refer to reputable books and include relevant material for the PMP® exam based on our instructors many years of PMP® certification coaching experience. ▪ Integration Management ▪ Scope Management ▪ Time Management ▪ Cost Management ▪ Quality Management ▪ Human Resource Management ▪ Risk Management ▪ Communications Management ▪ Procurement Management ▪ Stakeholder Management, ▪ Project Management Context, Framework and Processes ▪ PMP® Examination tips, tricks, and strategy

COURSE INSTRUCTOR

Dr. Laban Mwansa, PMP, COBIT5, PRINCE2 Agile® certified has been delivering corporate learning solutions in Zambia, RSA and Europe for over 15 years. He gained practical



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experience as a project manager while working in the ICT/Telecom industry. He is a fully accredited trainer and to date has a high pass rate record with participants on his training passing exams.

Our Instructor with over ten years of industry experience · Instructor with PhD's degree and prior training experience

COURSE DATES · Depends on customer requests

Format and investment

Date: refer to training calendar

Time: 9.00 – 17.00

Venue: TBA

Investment: 750 USD

Includes: training, coffee and drinks, training material and does not include **exam fees**

This training will lead to PMP exam and certification on passing!

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Why choose Betaways

Betaways Innovation System is an international group offering project management training and consulting . We deliver project management training & consulting using state-of-the-art global standards and best practice methods. We are a recognized Accredited Training Organization (ATO).

We work in line with Axelos products (PRINCE2 and other Best Practice standards), Project Management Institute - PMI standards (PMBOK Guide etc.), IPMA standards etc.

We have an international team of proven experienced project management trainers and consultants.

Outcomes for Project Management Professional (PMP) Exam Preparation Training

Theoretical Outcomes

These include a thorough knowledge of: the correct use of terminology; an understanding of the Project Management processes, inputs, tools and techniques and outputs in the PMI PMP five (5) domains initiating, Planning, Executing, Monitoring and Controlling and closure

At the end of the course, students should understand

- ✓ Project Management Context, Framework and Processes
- ✓ Project Integration Management
- ✓ Project Scope Management
- ✓ Project Time Management
- ✓ Project Cost Management

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- ✓ Project Quality Management
- ✓ Project Human Resource Management
- ✓ Project Risk Management
- ✓ Project Communications Management
- ✓ Project Procurement Management
- ✓ Project Stakeholder Management,
- ✓ Project management Professional Ethics
- ✓ Project Management Examination tips, and strategy

Practical Outcomes

These include the ability to apply project management concepts and techniques to project scenario based questions for candidates to Initiate, Plan, Execute, Monitoring and Controlling and Project Closing as outlined in the Project Management Professional Exam outline.

Course Material

The course material for this training is:

Delegate Course handbook and slides set

Prescribed Textbooks:

A Guide to the Project Management Body of Knowledge **PMBOK Guide - Fifth Edition** by PMI

ISBN-13: 860-1200917796

ISBN-10: 1935589679

Project Management Institute, *A guide to the Project Management Body of Knowledge, (PMBOK® Guide)* – Fifth Edition, Project Management institute, Inc. 2013, page 48

Course Structure

Day 1:

1 INTRODUCTION TO PROJECT MANAGEMENT

1.2 What is a Project?

1.2.1 The relationship between Portfolios, Programs and Projects

1.3 What is Project Management?

1.4 Relationship Among Portfolio Management, Program Management, Project Management, and Organizational Project Management

1.4.1 Program Management

1.4.2 Portfolio Management

1.4.3 Projects and Strategic Planning

1.4.4 Project Management Office,

1.5 Relationship Between Project Management Operations Management, and

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Organizational Strategy

1.5.1 Operations and Project Management

1.5.2 Organizations and Project Management

1.6 Business Value

1.7 Role of the Project Manager

1.7.1 Responsibilities and Competencies of the Project Manager

1.7.2 Interpersonal Skills of a Project Manager

1.8 Project Management Body of Knowledge

2.0 ORGANIZATIONAL INFLUENCES AND PROJECT LIFE CYCLE

2.1 Organizational Influences on Project Management

2.1.1 Organizational Cultures and Styles

2.1.2 Organizational Communications

2.1.3 Organizational Structures

2.1.4 Organizational Process Assets

2.1.5 Enterprise Environmental Factors

2.2 Project Stakeholders and Governance

2.2.1 Project Stakeholders

2.2.2 Project Governance

2.2.3 Project Success

2.3 Project Team

2.3.1 Composition

2.4 Project Life Cycle

2.4.1 Characteristics of the Project Life Cycle

2.4.2 Project Phases

3.0 PROJECT MANAGEMENT PROCESSES

3.1 Common Project Management Process Interactions

3.2 Project Management Process Groups

3.3 Initiating Process Group

3.4 Planning Process Group

3.5 Executing Process Group

3.6 Monitoring and Controlling Process Group

3.7 Closing Process Group

3.8 Project Information

3.9 Role of the Knowledge Areas

Day 2

4.0 PROJECT INTEGRATION MANAGEMENT

4.1 Develop Project Charter

4.1.1 Develop Project Charter: Inputs

4.1.2 Develop Project Charter: Tools and Techniques



- 4.1.2 Develop Project Charter: Outputs
- 4.2 Develop Project Management Plan
 - 4.2.1 Develop Project Management Plan: Inputs
 - 4.2.2 Develop Project Management Plan: Tools and Techniques
 - 4.2.3 Develop Project Management Plan: Outputs
- 4.3 Direct and Manage Project Work
 - 4.3.1 Direct and Manage Project Work: Inputs
 - 4.3.2 Direct and Manage Project Work: Tools and Techniques
 - 4.3.3 Direct and Manage Project Work: Outputs
- 4.4 Monitor and Control Project Work
 - 4.4.1 Monitor and Control Project Work: Inputs
 - 4.4.2 Monitor and Control Project Work: Tools and Techniques
 - 4.4.3 Monitor and Control Project Work: Outputs
- 4.5 Perform Integrated Change Control
 - 4.5.1 Perform Integrated Change Control: Inputs
 - 4.5.2 Perform Integrated Change Control: Tools and Techniques
 - 4.5.3 Perform Integrated Change Control: Outputs
- 4.6 Close Project or Phase
 - 4.6.1 Close Project or Phase: Inputs
 - 4.6.2 Close Project or Phase: Tools and Techniques
 - 4.6.3 Close Project or Phase: Outputs
- 5.0 PROJECT SCOPE MANAGEMENT
 - 5.1 Plan Scope Management
 - 5.1.1 Plan Scope Management: Inputs
 - 5.1.2 Plan Scope Management: Tools and Techniques
 - 5.1.3 Plan Scope Management: Outputs
 - 5.2 Collect Requirements
 - 5.3 Define Scope
 - 5.4 Create WBS
 - 5.5 Validate Scope
 - 5.6 Control Scope
- 6.0 PROJECT TIME MANAGEMENT
 - 6.1 Plan Schedule Management
 - 6.2 Define Activities
 - 6.3 Sequence Activities
 - 6.4 Estimate Activity Resources
 - 6.5 Estimate Activity Durations
 - 6.6 Develop Schedule
 - 6.7 Control Schedule

Day 3



7.0 PROJECT COST MANAGEMENT

- 7.1 Plan Cost Management
- 7.2 Estimate Costs
- 7.3 Determine Budget
- 7.4 Control Costs

8.0 PROJECT QUALITY MANAGEMENT

- 8.1 Plan Quality Management
- 8.2 Perform Quality Assurance
- 8.3 Control Quality

9.0 PROJECT HUMAN RESOURCE MANAGEMENT

- 9.1 Plan Human Resource Management
- 9.2 Acquire Project Team
- 9.3 Develop Project Team
- 9.4 Manage Project Team

Day 4

10.0 PROJECT COMMUNICATIONS MANAGEMENT

- 10.1 Plan Communications Management
- 10.2 Manage Communications
- 10.3 Control Communications

11.0 PROJECT RISK MANAGEMENT

- 11.1 Plan Risk Management
- 11.2 Identify Risks
- 11.3 Perform Qualitative Risk Analysis
- 11.4 Perform Quantitative Risk Analysis
- 11.5 Plan Risk Responses
- 11.6 Control Risks

12.0 PROJECT PROCUREMENT MANAGEMENT

- 12.1 Plan Procurement Management
- 12.2 Conduct Procurements
- 12.3 Control Procurements
- 12.4 Close Procurements

13.0 PROJECT STAKEHOLDER MANAGEMENT

- 13.1 Identify Stakeholders
- 13.2 Plan Stakeholder Management
- 13.3 Manage Stakeholder Engagement
- 13.4 Control Stakeholder Engagement

Day 5

14.0 THE STANDARD FOR PROJECT MANAGEMENT



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14.1 Revision of 10 Knowledge Areas

14.2 Ethics

14.3 Project management Exercises