

PMP® PMBOK® Guide-Sixth Edition Training Course Agenda

INTRODUCTION PMP® COURSE

- PMP® Introduction
- Introduction to Projects
- Agenda for the workshop
- Pre-requisites for PMP® Exam
- About the PMP® Exam and Format
- Complete overview PMP® program

PROJECT MANAGEMENT FRAMEWORK

- Project Management Framework: Introduction
- Project Management process groups
- Agenda for the session
- Definition of a project,
- Silent features of P5 (Projects, Programs, Portfolio, Processes and Products)
- Project Management Office (PMO)
- The triple constraints (six in number)
- Stakeholder Management
- Organization Structure-Types and analysis
- Project Life Cycle vs, Product Life Cycle
- Project Life Cycle Management and Hierarchy
- Exam and Quiz

PROJECT MANAGEMENT PROCESS

- Project Management Process: Introduction
- Agenda for the session
- Project Life Cycle vs Project Management Process Groups and Nine Knowledge Areas
- The five project management process groups and Nine knowledge areas
- Process Groups, Knowledge Areas and Project Management Process Mapping
- Analysis of a business case and business need
- Roles and Responsibilities

PROJECT INTEGRATION MANAGEMENT

- Project Integration Management: Introduction
- Introduction to Project Management Knowledge areas
- Agenda for the session
- Development of a project charter and its key role
- The key role of Project Manager, Project team and Project Sponsor
- Project selection methods and challenges
- Benefit measurement methods
- Constrained optimization methods
- Economic models
- Nine management plans overview
- High integration Management knowledge Area Process
- Direct and manage project execution
- Monitor and control project work
- Perform integrated change control
- Close project or phase
- Exam and Quiz

PROJECT STAKEHOLDER MANAGEMENT

- Project Stakeholder Management: Introduction
- Project stakeholder management process
- Agenda for the session
- Importance of Stakeholder Management
- Stakeholder identification and register
- Stakeholder classification and analysis
- Stakeholder management best practices
- Identify stakeholders
- Plan stakeholder management
- Management stakeholder engagement
- Control stakeholder engagement
- Exam and Quiz

PROJECT SCOPE MANAGEMENT

- Project Scope Management: Introduction
- Knowledge areas planning process
- Knowledge areas monitoring and controlling process
- Agenda for the session
- Product scope vs Project scope
- The key terms in project scope management
- The project scope management process
- Plan scope management
- Collect requirements
- Define scope
- Create WBS
- Validate scope
- Control scope
- Exam and Quiz

PROJECT TIME MANAGEMENT

- Project Time Management: Introduction
- Agenda for the session
- Schedule management plan (A Seemingly out of place plan)
- Rolling wave planning vs Progressive Elaboration
- The key terms in Project Time Management
- Reserve analysis (covered in cost and risk again)
- Critical chain and critical path computations
- Float-total, free and project floats
- Leading and lagging management
- The project Time Management Process
- Plan schedule management
- Define activities
- Sequence activities
- Estimate activity resources
- Estimate activity durations
- Develop schedule
- Control schedule
- Schedule network analysis techniques
- Exam and Quiz

INTRODUCTION TO PROJECT COST MANAGEMENT

- Agenda for the session
- Cost accounts or control accounts and its benefits
- Difference between cost estimating and cost budgeting
- Value analysis and when it can be beneficial
- The project cost management process
- Plan cost management
- Estimate costs
- Determine budget
- Control costs
- Earned value analysis (Backward looking indices)
- TCPI (forward looking indices)
- Exam and Quiz

PROJECT QUALITY MANAGEMENT

- Project Quality Management: Introduction
- Agenda for the session
- What is quality management and the key roles involved?
- Quality theories and marginal analysis technique
- Introduction to six sigma
- The project quality management process
- Plan quality
- Perform quality assurance
- Perform quality control
- Seven basic tools of quality
- Statistical sampling and few sample case studies
- Cost of quality: Modern theory
- Exam and Quiz

PROJECT HUMAN RESOURCE MANAGEMENT

- Human Resource Management: Introduction
- Organizational theories and leadership styles
- What is Human Resource Management?
- Roles and Responsibilities of the project sponsor, team, stakeholders
- Functional Manager vs, Project Manager
- Problem solving process
- The project human resource management process
- Develop human resource plan
- Acquire project team
- Develop project team
- Manage project team
- Conflict management
- Powers of project manager
- Leadership and management theories
- Motivation theories and few sample case studies
- Exam and Quiz

PROJECT COMMUNICATION MANAGEMENT

- Project Communication Management: Introduction
- Agenda for the session
- Project communication management process
- Communication methods, technology and channels
- Basic communication model
- The communication management knowledge area
- Plan communication management
- Distribute information
- Report performance
- Exam and Quiz

PROJECT RISK MANAGEMENT

- Project Risk Management: Introduction
- Project Risk Management Process
- Agenda for the session
- How is risk calculated, utility theory Introduction
- Risk categorization
- Decision tree
- Risk reserve management
- Identify risk
- Perform qualitative and quantitative risk analysis
- Perform risk analysis
- Plan risk responses
- Monitor and control risks
- Monte carlo simulation and sample case studies for project risk management

PROJECT PROCUREMENT MANAGEMENT

- Project Procurement Management: Introduction
- Project Procurement Process
- What is a contract?
- Centralized vs. decentralized contracting
- Different types of contracts and comparison
- How to choose contracts: A few sample case studies
- Key terms in procurement management
- The procurement management knowledge area
- Plan procurements
- Conduct procurements
- Administer procurements
- Close procurements
- Exam and Quiz

PROFESSIONAL AND SOCIAL RESPONSIBILITY

- Code of Ethics
- Professional and social responsibility: Introduction
- Agenda for session
- Responsibility: Ensure Individual integrity
- Respect: Contribute to project management knowledge base
- Honesty: enhance self-professional competence

- Fairness: Promote stakeholder collaboration
- General comments and common pitfalls

PROJECT SCHEDULE MANAGEMENT

- Project Schedule Management: Introduction
- Project Schedule Management Process

PMP® LIST OF KNOWLEDGE AND SKILLS

- Knowledge and Skills
- Cross cutting knowledge and skills