

## 1551- PMP® Certification Exam Prep Jam Sessions

Duration: 5 days

PDUs or Project Management Education Contact Hours: 36

### PMP Certification Criteria

- ~ Application Requirements and Tips
- ~ Study and Test Tips

### Definition of Project Management

- ~ Project vs Program vs Portfolio Management
- ~ Stakeholders and Their Roles
- ~ Project Characteristics
- ~ Project Management Office
- ~ Understanding Organizational Structures
- ~ Defining Project Manager Skills
- ~ Project Life Cycles
- ~ Project Management Process Groups
- ~ Project Management Knowledge Areas
- ~ Project Triple Constraints and Competing Project Demands

### Project Integration Management

- ~ Identify Key Processes and Their Interactions
- ~ The Charter
- ~ The Preliminary Scope Statement
- ~ Change Control

### Project Scope Management

- ~ Scope Management Processes
- ~ The Scope Statement
- ~ The Work Breakdown Structure (WBS)
- ~ The Scope Management Plan
- ~ The Scope Baseline
- ~ Change Control

### Project Time Management

- ~ Time Management Processes
- ~ Work Decomposition
- ~ Estimating Activity Effort and Durations
- ~ Network Diagrams
- ~ Project Schedule Baseline
- ~ Schedule Reserves

Project Cost Management

- ~ Cost Management Processes
- ~ Cost Management Plan
- ~ Cost Estimating
- ~ Cost Tradeoffs
- ~ Cost Reserves
- ~ Cost Baseline

Project Quality Management

- ~ Quality Management Processes
- ~ Quality Management Plan
- ~ Quality vs Grade
- ~ Quality Gurus
- ~ History of Quality
- ~ Quality Tools

Project Human Resource Management

- ~ Human Resource Management Processes
- ~ Staffing Management Plan
- ~ Creating High Performance Teams
- ~ Project Leadership

Project Communications Management

- ~ Communications Management Processes
- ~ Communications Management Plan
- ~ Tools and Techniques for Information Distribution
- ~ Project Progress Reporting

Project Risk Management

- ~ Risk Management Processes
- ~ Risk Registers
- ~ Contingency Planning
- ~ Mitigation Strategies

Project Procurement Management

- ~ Procurement Management Processes
- ~ Procurement Management Plan
- ~ Common Contract Types
- ~ Strategies to Request and Review Seller Proposals
- ~ Contract Administration and Closure

Professional and Social Responsibility

- ~ Project Management Ethics and Responsibilities