

Course	Project Management Professional Exam Preparatory	
Location	TBD	
Instructor	Name: Dr. Greg Howes, DM, MBA, PgMP, PMP Phone: 321-345-5094 Email: DrGreg@BlameBusters.com	
Course Description	This course focuses on project management and its practical application in the real-world while introducing the student to the Project Management Institute's terminology and preparing the student to successfully pass the Project Management Professional (PMP) exam. The course focuses on the five (5) project management process groups, and how the Nine (9) knowledge areas are used within each of the process groups. Additionally, exam testing techniques are covered and practice exams are given to provide an understanding of the uniqueness of the exam and to judge the level of competency and readiness to pass the PMP exam.	
Prerequisites	Project Management Institute Membership Documented Qualifications to Take PMP Exam Real World Experiences in Project Management A desire to be challenge, stretched, and learn.	
Course Level Learning Outcomes	Outcome	Expectation
	1. Students understand the different roles associated with project management.	Students can describe the nature of functional management, portfolio management, program management, project management, and stakeholders management.
	2. Students have a working knowledge of the 5 project management process groups.	Students can identify the 5 project management process groups and can describe their general timeline and how they are used in successful project management.
	3. Students understand the 9 knowledge areas of project management	Students can identify the 9 knowledge areas of project management and can describe how those knowledge areas maps into the 5 project management process groups.
	4. Students can apply their knowledge to real-world scenarios.	Students can demonstrate that they can apply the project management body of knowledge and their experience to solve real-world project concerns.

	<p>5. Students understand the general and special techniques required to successfully pass the PMP exam.</p> <p>6. Students successfully demonstrate the ability to pass the PMP exam</p>	<p>Students can articulate the special capabilities required to pass the PMP exam and the general techniques of test taking.</p> <p>Students are capable of taking a simulated PMP exam and score 80% or higher.</p>
Materials	<p>REQUIRED TEXTS/MATERIAL:</p> <p>Project Management Institute. (2008). <i>A guide to the project management body of knowledge (PMBOK guide)</i> (4th ed.). Newtown Square, Pa.: Project Management Institute, Inc.; ISBN 13: 9781933890517</p> <p><i>PMP Exam Prep</i> <i>Hot Topics</i> <i>PMP Exam Simulation Software</i></p>	
Activities	<ul style="list-style-type: none"> • Process Game • Weekly Class Exercises • Weekly Lectures • Class/Work Group Discussions • Quick Test Term Review • Practice Test Taking and Answer Review • 4 Hour practice exam • Course Project – Develop and Project Management Plan 	
Course Policies	<p>Attendance at all class sessions is expected.</p> <p>Reading all material is required to obtain maximum benefit.</p> <p>Working Exercises between classes is recommended.</p>	
Week 1 Schedule	<p>Introductions Review Syllabus Out of Class Expectations Introduction to Project Management How/Why to Join PMI How to Apply for the PMP Exam Requirement for approval to sit for the PMP Exam Differences between PMP and CAPM Exams and Requirements Discussion on requirements to successfully pass PMP Exam What you would like from the class?</p>	
Week 2	<p>PREPARATION FOR CLASS:</p>	

<p>Schedule</p>	<p>Read Chapters 1 & 2 (PMP Tricks and Framework) Perform Exercise on Page 30 of the Text.</p> <p>DISCUSSION TOPICS: Affinity Diagramming – PMI-isms PMI-ism Compared to Client-isms Group Exercise – Lessons Learned Discussion on How PMI Applies to Client Group Exercise – Organizational Structure Advantages Group Study – Hot Topics Practice Exam and Discussion Quick Test Term Review Tricks Discussions</p>
<p>Week 3 Schedule</p>	<p>PREPARATION FOR CLASS: Read Chapter 3 (Processes)</p> <p>DISCUSSION TOPICS: Review Chapters 1 – 2 Review Process Chart The Process Game Practice Exam and Discussion Quick Test Term Review</p>
<p>Week 4 Schedule</p>	<p>PREPARATION FOR CLASS: Read Chapter 4 (Integration) Create a Project Charter</p> <p>DISCUSSION TOPICS: Review Chapters 1 – 3 Lecture on Integration Management The Process Game Brainstorm Project Charter Efforts Discussion of Project Charter Economic Models for Project Selection (How this differs in Client or Not?) Project Management Plan Discussion What Plans Are part of the Project Management Plan? Project Documents (What are they?) Change Management Practice Exam Quick Test Term Review</p>
<p>Week 5 Schedule</p>	<p>PREPARATION FOR CLASS: Read Chapters 5 (Scope)</p>

	<p>Develop the Straw man for a Project Management Plan</p> <p>DISCUSSION TOPICS: Review Chapters 1 – 4 Lecture on Scope Management. Method for Determining Scope. What Is Scope Management? What Is a WBS? The Process Game. Practice Exam (Scope)</p>
Week 6 Schedule	<p>PREPARATION FOR CLASS: Read Chapters 6 (Time) Develop Scope Statement and WBS that are tied together.</p> <p>DISCUSSION TOPICS: Time Management – What is it? Schedule Management Plan – Developing a Network Diagram Types of Estimating Develop Schedule Critical Path Practice Exam (Time)</p>
Week 7 Schedule	<p>PREPARATION FOR CLASS: Read Chapters 7 & 8 (Cost & Quality) Develop a network diagram and Gantt chart that details how the Scope Statement and WBS will be time phased.</p> <p>DISCUSSION TOPICS: Review Chapters 1 – 6 The Process Game Required Inputs for Cost Development EVM The Numbers Game Practice Exam (Cost) Quality Lecture Quality Exercise Practice Exam (Quality)</p>
Week 8 Schedule	<p>PREPARATION FOR CLASS: Read Chapters 9 (HR) Develop a pseudo cost baseline and write a quality plan.</p> <p>DISCUSSION TOPICS:</p>

	<p>Review Chapters 1 – 8 The Process Game. Conduct Exercises (HR) Practice Exam (HR)</p>
Week 9 Schedule	<p>PREPARATION FOR CLASS: Read Chapters 10 (Communication) Develop a pseudo cost baseline and write a quality plan.</p> <p>DISCUSSION TOPICS: Review Chapters 1 – 9 Lecture on Communication Management Stakeholders (who are they?) Practice Exam (Communication)</p>
Week 10 Schedule	<p>PREPARATION FOR CLASS: Read Chapter 11 (Risk) Write a HR and Communications Plan.</p> <p>DISCUSSION TOPICS: Review Chapters 1 – 10 Risk Management Lecture Group Exercise – Why Are These Inputs Needed? Group Exercise – Plan Risk Management Lecture – Risk Management Errors Practice Exam</p>
Week 11 Schedule	<p>PREPARATION FOR CLASS: Read Chapter 12 (Procurement) Write a Risk Management Plan</p> <p>DISCUSSION TOPICS: Review Chapters 1 – 11 The Process Game Procurement Lecture Putting It All Together Exercise Administer Procurement Exercise Practice Exam</p>
Week 12 Schedule	<p>PREPARATION FOR CLASS: Read Chapter 13 & 14 (Social Responsibility & Test Tips) Finalize the Project Management Plan</p> <p>DISCUSSION TOPICS:</p>

	<p>Discussion on Ethics, Professional, and Social Responsibility</p> <p>Discussion of Tips for Passing the Exam</p> <p>Review Chapters 1-14</p> <p>Perform Review Exercises</p>
<p>Week 13 Schedule</p>	<p>PREPARATION FOR CLASS:</p> <p>Review the Material</p> <p>DISCUSSION TOPICS:</p> <p>Take 4 hour Practice Exam. (Proctored by the Client)</p>

Draft