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Technology Services Group of Ohio, LLC.

Project Management Professional Certification (PMI)

Project Management Professional Certification

Course length: 5 Days

Course Description

This course is designed for experienced project managers who desire to increase their project management skills, apply a standards-based approach to project management and apply for Project Management Institute, Inc. (PMI®) Project Management Professional (PMP®) Certification.

Prerequisites: To ensure your success, we recommend you first take the following Element K courses or have equivalent knowledge:

- Project Management Fundamentals
- Microsoft Project
- Microsoft Word

Performance-Based Objectives

Upon successful completion of this course, students will be able to:

- initiate a project.
- plan project work.
- develop project schedules, cost estimates, and budgets.
- plan project quality, staffing, and communications.
- analyze project risks.
- plan project procurement.
- execute project work.
- monitor and control project work.
- monitor and control project schedule and costs.
- monitor and control project quality, staffing, and communications.
- monitor and control project risks and contracts.
- close the project.

Course Content

Lesson 1: Initiating a Project

Topic 1A: Apply Project Management Processes
Topic 1B: Create a Project Charter
Topic 1C: Develop a Draft Project Scope Statement

Lesson 2: Planning Project Work

Topic 2A: Develop a Project Management Plan
Topic 2B: Create a Scope Management Plan
Topic 2C: Create a Scope Statement
Topic 2D: Develop a Work Breakdown Structure (WBS)

Lesson 3: Developing Project Schedules, Cost Estimates, and Budgets

Topic 3A: Create an Activity List
Topic 3B: Create a Project Network Diagram
Topic 3C: Estimate Activity Resources
Topic 3D: Estimate Activity Durations
Topic 3E: Identify the Critical Path
Topic 3F: Develop a Project Schedule
Topic 3G: Estimate Project Costs
Topic 3H: Establish a Cost Baseline



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Lesson 4: Planning Project Quality, Staffing, and Communications

- Topic 4A: Create a Quality Management Plan
- Topic 4B: Document Roles, Responsibilities, and Reporting Relationships
- Topic 4C: Acquire Project Team
- Topic 4D: Create a Communications Management Plan

Lesson 5: Analyzing Risks and Planning Risk Response

- Topic 5A: Create a Risk Management Plan
- Topic 5B: Identify Project Risks and Triggers
- Topic 5C: Perform Qualitative Risk Analysis
- Topic 5D: Perform Quantitative Risk Analysis
- Topic 5E: Develop a Risk Response Plan

Lesson 6: Planning Project Procurement

- Topic 6A: Prepare a Contract Statement of Work
- Topic 6B: Prepare a Procurement Document

Lesson 7: Executing Project Work

- Topic 7A: Project Plan Execution
- Topic 7B: Perform Quality Assurance
- Topic 7C: Develop the Project Team
- Topic 7D: Distribute Project Information
- Topic 7E: Request Seller Responses
- Topic 7F: Select Sellers

Lesson 8: Monitoring and Controlling Project Work

- Topic 8A: Control and Monitor Project Work
- Topic 8B: Manage Changes to Performance Baselines
- Topic 8C: Review Deliverables and Work Results
- Topic 8D: Control Project Scope

Lesson 9: Monitoring and Controlling Project Schedules and Costs

- Topic 9A: Control the Project Schedule
- Topic 9B: Control Project Costs

Lesson 10: Monitoring and Controlling Project Quality, Staffing, and Communications

- Topic 10A: Perform Quality Control
- Topic 10B: Manage Project Team
- Topic 10C: Report Project Performance
- Topic 10D: Manage Stakeholders

Lesson 11: Monitoring and Controlling Project Risk and Contracts

- Topic 11A: Monitor and Control Project Risk
- Topic 11B: Administer a Contract

Lesson 12: Closing the Project

- Topic 12A: Close a Project
- Topic 12B: Close a Contract

Appendix A: PMP Certification Mapping

**Appendix B: Certification Lightning Round
Supplemental Lesson PMP® Certification Practice Test**

- Topic 1A: Practice Test

Appendix C: Schedule Management Plan Example



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Appendix D: Statement of Work (SOW) Example

Appendix E: Professional and Social Responsibility