



Go Further With iTrain

PMP Exam Prep Course (5 Days), Earn 35 Contact Hours for PMP Exam

Promo Price: RM3,500

Day 1

PMP Exam Prep Introduction

- What's Project Management?
- Who's PMI®?
- What's the PMBOK® Guide?
- What's a PMP® and How to Become One?

Project Management Framework

– Introduction

- What's a Project?
- Operations, Programs, Subprojects & Portfolios
- Why are Projects Authorized?
- Progressive Elaboration and the Triple Constraint
- How is the PMBOK® Organized?
- The Nine Knowledge Areas
- What Knowledge and Skills Does the Project Management Team Need?
- The Project Management Office

– Project Life Cycle & Organization

- Project Life Cycle
- Phases
- Project vs Product Life Cycles
- Stakeholders
- Organizational Influences on Projects

Project Management Processes

- Project Management Processes
- Project Management Process Groups
- Project Success Factors
- Initiating Processes
- Planning Processes
- Executing Processing
- Monitoring & Controlling Processes
- Closing Processes

Day 2

Project Integration Management

- Day 1 Quiz
- Major Project Documents
- Develop Project Charter
- Develop Preliminary Project Scope Statement
- Develop Project Management Plan
- Direct & Manage Project Execution
- Monitor & Control Project Work
- Integrated Change Control
- Close Project

Project Scope Management

- Scope Planning
- Scope Definition
- Create WBS
- Scope Verification
- Scope Control

Day 3

Project Time Management

- Activity Definition
- Activity Sequencing
- Activity Resource Estimating
- Activity Duration Estimating
- Schedule Development
- Schedule Control

Project Cost Management

- Cost Estimating
- Cost Budgeting
- Cost Control

Project Communications Management

- Communications Planning
- Information Distribution
- Performance Reporting
- Manage Stakeholders

Day 4

Project Quality Management

- Quality Planning
- Perform Quality Assurance
- Perform Quality Control

Project Risk Management

- Risk Management Planning
- Risk Identification
- Qualitative Risk Analysis
- Quantitative Risk Analysis
- Risk Response Planning
- Risk Monitoring and Control

Project Human Resource Management

- Human Resource Planning
- Acquire Project Team
- Develop Project Team
- Manage Project Team

Day 5

Project Procurement Management

- Plan Purchase and Acquisitions
- Plan Contracting
- Request Seller Responses
- Select Sellers
- Contract Administration
- Contract Closure

What will you get from this class:

- (1) PMP Certification Prep
 - Review of PMP® Certification Process
 - Exam Strategies, Review and Q & A
- (2) FREE PMI PMBOK
- (3) FREE Exam Cheat Sheets
- (4) Class Conducted by PMP (Guarantee)

Microsoft Project 2007 / 2010 (21 PDUs Points for PMPs)



Managing Projects with Microsoft Office Project
PMI Registration No. 3105-MS5927

3-day instructor-led course provides students with the knowledge and skills to build, maintain, and control well-formed project plans.

- Get started with Microsoft Office Project
- Create and define projects
- Work with schedule, estimates and dependencies
- Work with deadlines, constraints, and risk
- Work with resources
- Customize and format Microsoft Project views
- Analyze resource utilization
- Track progress
- Create project reports that analyze project, resource, and task data
- Manage multiple projects