

## Timetable for 2 days PMP® preparation course - Boot Camp

Day 1		Day 2	
9.00 – 10.00	Introduction and expectations of the <b>participants</b> <b>Organizational issues &amp; basics</b>	<b>Cost Management</b> Cost management plan, cost estimation, budget development and cost control	
10.00 – 13.00	<b>Basics of project management</b> Project life cycle, development approach, portfolio & program management <b>Project manager</b> Talent Triangle, leadership vs. management, responsibilities  <i>Feedback round</i>	<b>Quality Management</b> Quality management plan, internal quality control, audits und inspection    <i>Feedback round</i>	
Break			
13.30 – 16.00	<b>Integration Management</b>  Project Charter, project management plan, plan implementation, Knowledge management, monitor & control project performance, Integrated change control, close project or phase	<b>Resource management</b> Resource management plan, estimation of resource requirements, acquiring & managing resources <b>Communication Management</b> Communication management plan, project communications and monitoring of communication	
16.00 – 20.00	<b>Scope Management</b> Requirements and scope management plan, identification of requirements, definition of scope, creation of WBS, internal and external control of deliverables and scope  <b>Schedule Management</b> Schedule management plan, identification of activities, sequencing of activities and estimation of duration, development of schedule and controlling of schedule  <i>Feedback round</i>	<b>Risk management</b> Risk management plan, identification & prioritization of risks & opportunities, implementation and control of measures <b>Procurement Management</b> Planning, conduct and control of external procurement <b>Stakeholder Engagement Management</b> Identification of stakeholders, planning & implementation of measures to develop the desired commitment  Q&A Session - Summary and clarification of open questions, awarding of certificates <i>Feedback round</i>	