

PMP® Preparation course Standard



The content corresponds to the domains "Process", "People" & "Business Environment" of the PMP® Exam Content Outline

Timetable for 4 days PMP® preparation course - Standard

	Day 1	Day 2	Day 3	Day 4
9.00 – 10.00	Organizational issues & basics Introduction round, agenda, knowledge areas, PMI	Recap of the first training day	Recap of the second training day	Recap of the third training day
10.00 – 12.30	Basics of Project Management Project life cycle, basics & differences of classic & agile project management and corresponding development approaches, Scrum basics <i>Feedback round</i>	Scope Management Requirements and Scope Management Plan, Collection of Requirements & User Stories, Define Scope, Product Backlog & Project Scope Statement Interaction: Exercises <i>Feedback round</i>	Cost Management – Part 2 Quality Management Quality Management Plan, Internal Quality Control, Audits & Inspection, Continuous Improvement Interaction: Exercises <i>Feedback round</i>	Risk Management Risk Management Plan, identification & prioritization of risks & opportunities, implementation and control of measures Procurement Management Planning, conduction and control of procurement <i>Feedback round</i>
Break				
13.00 – 15.00	Project Manager & Business Environment Talent Triangle, Leadership & Emotional Intelligence, External & internal Change Management, Business Environment Analysis, Governance Framework	Schedule Management Schedule management plan, estimating duration and developing schedule in classic & agile projects - Classic scheduling vs. iteration planning & roadmaps Interaction: Exercises	Resource Management Resource management plan, estimating resource requirements, acquiring & managing resources Selecting the project team, motivation & training of team members, leading & coaching the team Conflict management, ground rules of teamwork Interaction: Exercises	Stakeholder Engagement Management Stakeholder identification, planning & implementation of actions to develop desired commitment, collaboration & mentoring Interaction: Exercises
15.00 – 18.00	Integration Management Project Charter & Vision, Project Management Plan, Creating the Deliverable, Knowledge & Artifacts Management, Monitoring Project Performance, Project specific Change & Problem Management, Closing a Project or Phase Interaction: Exercises <i>Feedback round</i>	Cost Management – Part 1 Cost management plan, Estimating costs, Developing budget in traditional and agile projects Interaction: Exercises <i>Feedback round</i>	Communication Management Communication Management Plan, implementation of the plan and control of communication Interaction: Exercises <i>Feedback round</i>	Summary & Repetition Visualization of logical dependencies of different domains & tasks Q&A Session Registration procedure and clarification of open questions <i>Feedback round</i>