

# PMP 2013 Exam Prep

## Course Overview

This course has been designed to prepare participants to take the Project Management Institute's Project Management Professional (PMP) Exam, 2013 edition and is based on the information covered in the 11 areas of study used to formulate the exam, including the Project Management Body of Knowledge (PMBOK Guide). This is an advanced level course that will count for 21 PMI PDU/Contact Hours. In addition to providing a comprehensive presentation and review of the material covered on the exam, this course will guide the student through the exam application and registration procedures. Included with the course are over 1000 practice questions and a Simulated Exam with Lesson Reviews and Lab Practicals to prepare participants to succeed.

<b><u>Course Introduction</u></b>	1m
Course Introduction	
<b><u>Chapter 00 - PMP Application &amp; Exam</u></b>	40m
PMP Application & Exam	
Course Structure	
PMP Application & Exam (Cont.)	
How Do I Become A PMP?	
PMP Application	
PMP Exam	
Chapter 00 Review	
<b><u>Chapter 01 - Types of Exam Questions</u></b>	17m
Types of Exam Questions	
Types of Questions	
Situational Questions	
Extraneous Information	
Understanding vs. Memorization	
Recurring Themes	
The Exam – Why People Fail	
Chapter 01 Review	
<b><u>Chapter 02 - Organizations and Project Management</u></b>	21m
Organizations and Project Management	
Differentiation vs. Integration	
A Functional Organization	
Potential Advantages of a Functional Organization	
Potential Issues with a Functional Organization	
Projectized Organization (PBO)	
Potential Advantages of a Projectized Organization	
Potential Issues with a Projectized Organization	

The Matrix Organization  
A Weak Matrix Organization  
A Balanced Matrix Organization  
A Strong Matrix Organization  
Potential Advantages of a Matrix Organization  
Potential Issues with a Matrix Organization  
Organizational Structures  
Chapter 02 Review

**Chapter 03 - The Basics of Project Management**

28m

The Basics of Project Management  
What is Project Management?  
Key Terms  
PMBOK Guide Knowledge Areas  
Ten Knowledge Areas Extended  
The Basics of PM  
The Process Groups & Knowledge Areas Combined  
Chapter 03 Review

**Chapter 04 - Project Integration Management**

29m

Project Integration Management  
Integration Management  
4.1 Develop Project Charter  
The Business Case  
4.2 Develop Project Management Plan  
The Project Management Plan Can Also Include  
4.3 Direct & Manage Project Work  
4.4 Monitor & Control Project Work  
4.5 Perform Integrated Change Control  
4.6 Close Project or Phase  
Chapter 04 Review

**Chapter 05 - Project Scope Management**

23m

Project Scope Management  
Scope Management  
The Product vs. Project Scope  
5.1 Plan Scope Management  
5.2 Collect Requirements  
5.3 Define Scope  
5.4 Create WBS  
Components of the WBS  
Effective WBS's  
5.4 Create WBS (Cont.)  
5.5 Validate Scope  
5.6 Control Scope  
Chapter 05 Review

**Chapter 06 - Project Time Management**

1h

Project Time Management  
Time Management  
6.1 Plan Schedule Management

6.2 Define Activities  
Rolling Wave Planning  
6.2 Define Activities (Cont.)  
6.3 Sequence Activities  
PDM  
Conditional Diagramming  
Types of Dependencies  
Other Terms  
6.3 Sequence Activities (Cont.)  
6.4 Estimate Activity Resources  
6.5 Estimate Activity Durations  
6.6 Develop Schedule  
CPM  
The Critical Path Method  
Resource Leveling  
Critical Chain Method  
6.6 Develop Schedule (Cont.)  
6.7 Control Schedule  
Chapter 06 Review

**Chapter 07 - Project Cost Management**

51m

Project Cost Management  
Cost Management  
7.1 Plan Cost Management  
7.2 Estimate Costs  
7.3 Determine Budget  
Accounting Terms  
7.3 Determine Budget (Cont.)  
Depreciation  
7.4 Control Costs  
Cumulative Cost Curve  
Forecasting - ETC  
Forecasting - EAC  
Forecasting - TCPI  
Chapter 07 Review

**Chapter 08 - Project Quality Management**

44m

Quality Management  
Key Terms  
Thought Leaders  
8.1 Plan Quality  
8.1 Plan Quality Management  
Cost of Quality  
7 Basic Quality Tools  
SIPOC  
Benchmarking  
Design of Experiments (DOE)  
Statistical Sampling Terms  
Statistical Terms  
Statistical Example  
8.2 Perform Quality Assurance

8.3 Control Quality  
Cause and Effect Diagram  
Pareto Diagrams  
Run Charts  
Chapter 08 Review

**Chapter 09 - Project Human Resource Management**

27m

Project Human Resource Management  
The Processes that Organize and Manage the Project Team  
9.1 Develop Human Resource Plan  
Human Resource Management  
Common Theories  
McGregor's Theory of X and Y  
Common Theories (Cont.)  
Theory Z  
Human Resource Plan  
9.2 Acquire Project Team  
9.3 Develop Project Team  
9.4 Manage Project Team  
Leadership Styles  
Theories of Management Style  
Sources of Power  
Chapter 09 Review

**Chapter 10 - Project Communications Management**

13m

Project Communications Management  
Communications Management  
Communications Terms  
Styles  
10.1 Plan Communications Management  
The Communications Management Plan  
10.1 Plan Communications Management (Cont.)  
10.2 Manage Communications  
10.3 Control Communications  
Chapter 10 Review

**Chapter 11 - Project Risk Management**

36m

Project Risk Management  
Risk Management  
Types of Risks  
Key Terms  
11.1 Plan Risk Management  
Included in the Risk Management Plan  
Sample RBS  
Scales for Impact and Probability  
Sample Impact Matrix  
11.2 Identify Risks  
Tools & Techniques  
The Risk Register  
11.3 Perform Qualitative Risk Analysis  
Probability & Impact Matrix

11.4 Perform Quantitative Risk Analysis  
Expected Monetary Value (EMV)  
Decision Tree Analysis  
11.5 Plan Risk Responses  
Response Strategies  
Risk Register Updates  
11.6 Control Risks  
Results of Risk Monitoring & Control  
Chapter 11 Review

**Chapter 12 - Project Procurement Management**

19m

Project Procurement Management  
Procurement Management  
12.1 Plan Procurements  
Procurement Management Plan  
12.2 Conduct Procurements  
Source Selection Criteria  
12.3 Control Procurements  
12.4 Close Procurements  
Negotiate Settlements  
12.4 Close Procurements (Cont.)  
Chapter 12 Review

**Chapter 13 - Project Stakeholder Management**

10m

Project Stakeholder Management  
Stakeholder Management  
13.1 Identify Stakeholders  
Classification Models for Stakeholder Analysis  
Stakeholder Prioritization  
13.1 Identify Stakeholders (Cont.)  
13.2 Plan Stakeholder Management  
Stakeholder Engagement Classification  
13.2 Plan Stakeholder Management (Cont.)  
13.3 Manage Stakeholder Engagement  
13.4 Control Stakeholder Engagement  
Chapter 13 Review

**Chapter 14 - Professional Responsibility**

12m

Professional Responsibility  
Duty to the Profession  
Scope & Estimates  
Authority  
Above All Else...  
Chapter 14 Review  
Course Closure

**Total Duration: 7h 10m**