



## Certified Associate in Project Management (PMI CAPM Exam Prep)

### The Project Management Profession

Project managers are responsible for planning and overseeing projects to ensure they are completed in a timely fashion and within budget. Project managers plan and designate project resources, prepare budgets, monitor progress, and keep stakeholders informed the entire way. This is all done within the confines of a company's goals and vision. Project managers are needed on a wide variety of projects, including construction, IT, HR, and marketing.

### Education & Certification

- Secondary degree (high school diploma, associate degree or the global equivalent)
- This course is based on A Guide to the Project Management Body of Knowledge, (PMBOK® Guide) 6th edition. Learners enrolling in this exam prep course should be planning to sit for PMI's 6th edition exam.
- Students who complete this comprehensive course would be prepared to sit for the **Project Management Institute (PMI) Certified Associate in Project Management (CAPM) Certification Exam**.



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**Delivery:** Online self-paced, mentor support

**Hours:** 325

**Externship:** Optional Placement Available

**Tuition:** \$3,500

**PMI Certification Exam Fee Included**

**Credential Achievement Guarantee**

*conditions apply*

### The Project Management Professional Program

This completely online and self-paced project management program builds successful project managers at all levels of the organization. It provides a comprehensive preparation for the Certified Associate in Project Management (CAPM)® certification exam including exam-taking tips, 25 comprehensive module quizzes, and two full-length, 150-question practice exams covering the areas of interest from A Guide to the Project Management Body of Knowledge, (PMBOK® Guide), which will provide a report to help you determine your areas of weakness.

### Detailed Course Topics Covered

- Recognize how enterprise environmental factors and organizational process assets affect how projects can be managed
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- Explain the five stages of a project life cycle and illustrate how these stages can overlap in time
- Demonstrate how to create a project management plan with subsidiary plans for each of the knowledge areas and explain how progressive elaboration and integrated change management can keep these documents effective and relevant
- Explain the overlapping nature of project activities and practice Project Integration Management to coordinate the various project management processes
- Illustrate how a project's various baselines (including scope, cost, schedule, quality, risk, procurement, and others) are determined, planned for, and managed
- Recognize how to effectively manage human resources and communicate with all stakeholders
- Explain the key methods used to estimate project schedule and cost at the beginning of a project and to forecast cost and schedule variances at any time during the project
- Identify key project stakeholders and continuously engage them in appropriate project activities
- Describe how the project management knowledge contained in the PMBOK® Guide can be used in practice