

# Course Outline

## PMI Authorized PMP Exam Prep Course PMP31: 4 days Instructor Led

### About this course

Introducing the updated PMI Authorized PMP® Exam Prep v3—the official PMI prep course to advance your project management skills and prepare for the Project Management Professional (PMP®) certification exam. It also helps to apply updated principles and concepts as a project manager.

Developed by PMI and validated by PMP® certification holders, this course aligns to the PMP Exam Content Outline and satisfies the 35 training hours required to apply for the PMP® certification. The course also provides access to online flash cards and several test bank questions that are provided by PMI.®

The current PMP® exam is NOT based solely on the 6th or the 7th edition of the PMBOK® but rather on the 2021 PMI® Exam Content Outline and multiple references including the Agile Practice Guide. Our facilitators are contributors to the 5th, 6th and 7th editions of the PMBOK® and a Premier PMI® ATP and authorized PMP® instructors. They have also participated in the updating of the June 2021 content as well as being key developers of the v3 release of the PMP® course materials and practice questions.

### Audience profile

Attendees should understand and meet the experience requirements for the PMP® certification application.

### Course Outline

#### Lesson 1: Business Environment

- Define “project” and how it relates to the larger discussion of “project management.”
  - o Discuss the different types of organizational structures and how they relate to your project’s management.
  - o Discuss the principles of project management.
  - o Discuss the principles of agile and how they relate to your project’s management.
- Discuss strategic alignment and its elements.
  - o Explain the impact of business factors on strategic alignment.
  - o Determine how projects align with business strategy.
- Identify the types of business value.
- Describe change management theory and its relation to organizational change.
- Define and discuss project governance.
- Explain project compliance and its importance

#### Lesson 2: Start the Project

- Define and discuss stakeholders and the most effective ways to communicate with them.
- Explain the best ways to form a team.
- Describe how to build the most effective understanding of a project and how doing so relates to executing a project successfully.
- Explain the different types of hybrid and adaptive life cycles.

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### Lesson 3: Plan the Project

- Explain the importance of a project management plan.
- Discuss the content of subsidiary project plans.
- Provide an overview of scope planning in both predictive projects and adaptive environments.
- Provide an overview of schedule planning in both predictive projects and adaptive environments.
- Determine the budgeting structure for a project
- Identify strategies for dealing with risks and risk planning.
- Define quality and how it relates to the outcomes and deliveries for a project.
- Discuss what resources are and how they are involved in planning for the procurement of external resources for a project.
- Discuss the importance of integrating project management plans into your change management process.

### Lesson 4: Lead the Project Team

- Discuss the guidelines for developing leadership competencies and skills.
  - Address leadership styles, and the components of leading a successful team, either in person or virtually.
- Describe artifacts and the strategies for their use.
- Identify the characteristics and core functions of empowered teams.
- Explain strategies and forms of communication for collaborating in a project team environment.
- Learn the value of training, coaching, and mentoring for a team.
- Explain the importance of conflict management.
- Discuss the causes and levels of conflict and their outcomes.

### Lesson 5: Support Project Team Performance

- Explain the various methods for implementing improvement.
- Explain the various methods for performance measurement.
  - Compare these methods with a focus on communication and accountability.
- Identify the methods for implementing a project and the issues and impediments that arise during a project.
- Describe the methods for implementing changes during a project.

### Lesson 6: Close the Project/Phase

- Define the reasons and activities related to the closure of a phase or a project.
- Explain the benefits gained from a project or phase, and how they are managed, sustained, etc.
- Examine the reasons for knowledge transfers and how they relate to the closure of a phase or project.