

## COURSE OUTLINE



**Course Code: PM-CAPM**

**Course Name: CAPM® 6th Edition Power Virtual Bootcamp**

DURATION	SKILL LEVEL	DELIVERY METHOD	TRAINING CREDITS	TECHNOLOGY
5 day (s)	Beginner	VILT	35 Contact hours	Project Management

### Course Overview

This 5-day intensive top-quality boot-camp VLT program that is offered by certified, experienced project management instructors and credential holders are geared towards preparing individuals to take the Certified Associate in Project Management certification exam. The CAPM® credential is one of the leading intro certifications recognized world-wide for those who wish to start a career in project management.

Becoming CAPM® certified indicates that individuals understand the concepts of the PMBOK® guide and understand the universal language of project management. The CAPM® Certification Boot-camp is based on the current version of the PMBOK® Guide 6th edition which has been developed to specifications outlined by the Project Management Institute (PMI)®.

At the end of the learning program, participants will be able to demonstrate applied learning, comprehension, and understanding of each chapter. An assessment will be conducted at the end of the program to test candidate readiness. It is advised to attend a fundamentals and tools course if you are new to project management.

## **Prerequisites**

There are no Pre-requisites for taking this course.

## **Target Audience**

## Topics

### Day 1

- Course Introduction – includes review and explanation of the Study Guide and the approach.
- Review of requirements
- Tips on applying for the exam and assistance in completing the application
- PMBOK® Guide Framework and references
- The role of the project manager
- Project Integration Management
- Practice questions and record to memory

### Day 2

- Project Scope Management
- Project Time Management
- Exercises on critical path calculation
- Project Quality Management
- Practice questions and record to memory

### Day 3

- Project Cost Management
- Practice formulas in relative scenarios
- Project Human Resource Management
- Project Communication Management
- Practice questions and record to memory
- Develop a Project Schedule with leads and lags
- Identify the Critical Path using CPM
- Create a Gantt chart using MS project.

### Day 4

- Project Risk Management

- Project Procurement Management
- Project Stakeholder Management
- Practice questions and record to memory

### Day 5

- Test tips and tricks
- What to anticipate when entering the exam center
  - Comprehensive exams testing candidate's knowledge

## PMBOK® Guide Knowledge Areas

### Covered:

- Project Integration Management
- Project Scope Management
- Project Quality Management
- Project Cost Management
- Project Time Management
- Project Risk Management
- Project Human Resources Management
- Project Procurement Management
- Project Communications Management
- Project Stakeholder Management

## Exams and Certifications

You can schedule a date shortly after your training for the CAPM® exam on your PMI® profile. The trainer will assist you in your application. You will then have a year in which to write your exam which you may write online by PMI proctor. Also please note that this exam is a separate cost to your training.

### **This intensive 5-day online instructor-led program satisfies the 35-hour education requirement and includes:**

- Application assistance for the exam
- Exercises and Examples of how questions may be asked
- Exam tips and tricks
- Practice questions with instructor explanations as requested
- Recommended mobile flashcard applications to use for free
- Support and guidance via email after the course until candidates write the exam

### **At course completion**

Upon completion of this course, participants will be able to:

- Identify the ten knowledge areas of the PMBOK® Guide
- Review the ten knowledge areas and the related project processes
- Prepare to complete the application to sit for the certification exam
- Have a better understanding of the 49 processes in the PMBOK® Guide and how to apply them

### **What is VILT?**

Virtual instructor-led training (VILT) incorporates both the personal teaching experience of a classroom, with the ease and flexibility of a virtual environment. Our VILT courses are interactive and engaging, allowing participants to communicate with both the instructor and each other in a collaborative manner to make the experience very interactive. We utilize our specialized LMS system.

### **Benefits of this VLT certification**

**Establishes Project Management Credibility and Knowledge**

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CAPM certification assesses a candidate with PMI specified stringent guidelines which require the candidate to meet specific measures of the candidate's experience, professional knowledge, and education. The evaluation process of CAPM certification enforces the candidate to abide by the industry-standard ethics and code along with the professional conduct. Thus, CAPM certified associate is highly proficient and trained on project management discipline. Consequently, this certification undoubtedly boosts the professional credibility of a candidate.

## **Help You Become a Confident Project Lead**

CAPM certification not only boosts the project management knowledge of a candidate but also infuses the leadership skills into them to lead in the workplace. As this is an entry-level project management certification, it also helps newbies in project management to learn how to manage a team effectively in a variety of working environments. A CAPM certified associate in project management can thus play as a vital resource in any business function.

## **Understand the Best Project Management Practices**

The PMI PMBOK guidelines as provided through the CAPM certification makes a professional get acquainted with the best project management skill sets practices. It offers professionals to obtain necessary skills related to project management activities like project planning, execution, monitoring, and controlling a project towards successful completion.

## **Follow on Course:**

[Link to the next recommended course -link to course on website](#)

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