

PMI - Project Management Preparation for the CAPM® Exam

4 Days CAPM

OVERVIEW

This blended course combines classroom training and remote e-learning to help delegates prepare for the Project Management Institute's 'Certified Associate in Project Management' (CAPM) examination.

The PMI is widely viewed as the leading global association for the project management profession.

This highly interactive course provides a thorough introduction to the PMI principles and takes delegates through the phases of a project using PMI's knowledge areas and processes.

The course includes e-learning, exam simulations and access to a tele-coach to help them prepare for the CAPM examination.

The course content is licensed from our partner STS - Sauter Training & Simulation SA, a leading provider of PMI accredited training.

DESIGNED FOR

Project team members and new project managers who want a working knowledge of the PMI principles and are looking to gain a recognised project management qualification.

LEARNING OUTCOMES

By the end of this course participants will be able to:

- Gain essential skills for working as project team members.
- Have developed an understanding of the PMI's project management process.
- Understand how the processes and knowledge areas are inter-related.
- Satisfy the 23 hour formal project management training requirement to apply to sit the PMI examination.
- Be prepared to sit the CAPM examination through a series of simulations and exam techniques.

TOPICS COVERED

Part 1: 2 days of classroom learning

- PMBOK and the Project Management framework
- Introduction to the knowledge areas and processes
- Development of the Process -Initiation -Planning

Part 2: remote e-learning (recommended 15 hours)

Each delegate has access to the interactive training software that enables them to build their knowledge of the PMBOK at their own time and pace.

Part 3: 1 day classroom learning

- The processes continued: - Planning (continued) -Implementation - Control

Part 4: remote e-learning (recommended 15 hours)

Continued exercises using the e-learning software including our X-AM CAPM software enabling participants to practice exam style questions and receive feedback on their answers.

Part 5: 1 day classroom learning

Tips and techniques for passing the CAPM, including a mock examination



EXTRA NOTES

An equivalent course is available in French. Please call us for details.