

Certified Associate in Project Management (CAPM)

Course CAPM

3 Days

Instructor-led, Hands on

Course Information

If you are a recent college graduate or young professional looking to stand out in a competitive job market, then the CAPM certification is a great choice to not only learn the foundations of Project Management but to add a credential to your resume to validate your knowledge. The CAPM certification from Project Management Institute (PMI®) allows aspiring project managers and recent graduates to distinguish themselves in the job market. Our CAPM certification boot camp fully prepares candidates for the 150-question, multiple-choice CAPM exam and satisfies the educational requirement to sit for the exam. Unlike the PMP certification, there is no additional work experience required to sit for the CAPM exam.

Who Should Attend?

All entry level project practitioners or recent graduates who aim to be project managers and would like to distinguish themselves in an increasingly competitive job market. Active project managers who would like to eventually pursue their PMP credential but lack the necessary 3+ years of work experience. Anyone who would like to learn the fundamentals and terminology of project management.

At Course Completion

Upon successful completion of this course, students will be able to:

- Fundamentals of project management and the role of project managers
- Project management environment, and project integration management
- Project scope, schedule, cost, quality and resource management.
- Project procurement, communication, stakeholder and risk management

Prerequisites for the Exam

- Secondary degree (high school diploma, associate's degree or the global equivalent)
- A minimum of 23 hours of project management education completed by the time you sit for the exam (satisfied by this course)
- Submit an application to PMI and pay the CAPM fee.

Course Outline

Module 1: Studying for the PMP Exam

- Tricks of the Trade for Studying for the PMP Exam

Module 2: Foundations

- PMP Exam References in contact
- Project Management Foundations
- Integration

Module 3: Domain I: People

- Leadership Skills
- Build and support team performance

Module 4: Domain II Process

- Scope
- Schedule
- Budget and resources
- Quality of deliverables and products
- Communications
- Risks and Issues
- Procurement
- Stakeholders

Module 5: Domain III Business Environment

- Compliance and Delivering value

Module 6: Pulling it all together

- Tips for passing the PMP exam the first time
- Commons agile methodologies
- PMBOK Guide and the PM standard principles and domains