



Agenda

Click [here](#) for additional training and schedules.

A Non-Bootcamp Review of the *PMBOK® Guide* for Real-World Practitioners

Instructor(s): Joyce Brown, PMP
Thomas McCabe, PMP

Length: 4 days
CEUs: 2.8/see below for PDU breakdown

Prework: None

Level: Intermediate

Training Topic: Project Management/Process Integration

Subtopics: Risk Management, *PMBOK® Guide* Knowledge Areas

Training Description:

If you're looking for a starting point to explore the rigors of becoming a Project Management Professional (PMP)® certification holder, this is the training for you. Learn what you need to know to complete your projects on time, within budget, and with satisfied customers inside and outside the organization. This engaging, 4-day training provides an in-depth review of project management standards, tools, and techniques as presented in PMI's *A Guide to the Project Management Body of Knowledge (PMBOK® Guide)*.

This training will be supplemented with games, case studies, exercises, and quick team quizzes to bring the standard to life and demonstrate core concepts through hands-on activities. Attendees will learn proven strategies for dealing with typical, "real-life" project threats such as scope creep, unrealistic schedules, quality challenges, and cost overruns.

By the end of the training, learners will have covered all of the project management principles and processes presented in the *PMBOK® Guide*. They will also gain a sound understanding of the differences between predictive, plan-driven project management and adaptive, change-driven project management. An eight-part case study will be used to provide practical knowledge about some of the key project management artifacts/documents such as the business case, project charter, and scope statement.

This is not a PMP certification exam prep course, though attendees will learn important fundamentals. It is intended to be an interactive co-learning experience without pressure, memorization, or timed tests. It can also serve as a refresher for those who have a PMI certification, such as the Certified Associate in Project Management (CAPM)®, PMP certification, and Program Management Professional (PgMP)® certification, but want to learn more about the *PMBOK® Guide* and high-level changes.

Upon completion of this training, learners will be able to:

- Understand how to create key project artifacts such as the team charter with service level agreements (SLAs), work breakdown structure (WBS), schedule, Gantt chart, performance measurement baseline/CUM cost S-curve, communications management plan, and risk register.
- Demonstrate how to use leadership skills to motivate high-performing teams and keep stakeholders engaged throughout the project.
- Recognize the difference between predictive versus adaptive approaches and when to use them (tailoring).
- Evaluate which project management tools are appropriate to avoid issues such as scope creep, cost overruns, unrealistic schedules, poor quality, team conflicts, and stakeholder disengagement.

AGENDA

Day One Topics and Activities:

- Strategic Vision, Mission, Goals and Objectives, and Organizational Project Management (OPM)
- The Mashup Between Stakeholders and Communications and How to Use Salience Models
- Pre-Initiation: The Importance of the Business Case and Benefits Management Plan
- Project Life Cycle Versus Project Management

Day Two Topics and Activities:

- Requirements Elicitation: The Lost Art
- “Build a House” Scope Exercise and Discussion
- Scope and Schedule in Predictive Versus. Adaptive Release-Planning Environments
- Estimating and Beyond: Using Fibonacci Numbers for Decision-Making

Day Three Topics and Activities:

- Cost Estimates, Time-Phased Budgets, and Performance Measurement Baselines With S-Curve
- Earned Value (EV) Exercises
- Control Quality Versus Validate Scope—Bring a Checkbook ...
- Team Member Role-Play Using the Tuckman Ladder
- Situational Leadership—Applying the Blanchard Model to Team Dynamics
- What Is Emotional Intelligence and Why Is It Important?

Day Four Topics and Activities:

- Projects Are Risky Business—Identifying and Mitigating Risk
- Procurement: Understanding Contract Types and Risk
- The Project Manager’s Role as Integrator—Group Discussion
- In-Flight Projects and Change Control
- Review of Templates and Takeaways
- How to Apply Your Learnings Within Your Organization
- Wrap-Up

Professional development units (PDUs) are 1-hour blocks of time spent learning, teaching others, or volunteering. By attending this training, you will be able to achieve the following PDUs as learning hours to apply for PMI certification or to maintain your certification status with PMI. [View](#) how your PDUs align with the PMI Talent Triangle®.

| | Technical | Leadership | Strategic | Total |
|-----------------------------|-----------|------------|-----------|-------|
| CAPM® / PMP® / PgMP® | 14 | 7 | 7 | 28.00 |
| PMI-ACP® / Agile* | 7 | 7 | 7 | 21.00 |
| PMI-SP® | 3 | 7 | 7 | 17.00 |
| PMI-RMP® | 4 | 7 | 7 | 18.00 |
| PfMP® | 0 | 7 | 7 | 14.00 |
| PMI-PBA® | 0 | 7 | 7 | 14.00 |

*Please note that the asterisked row above applies to the PMI® Agile Certification Journey and includes the DASM™, DASSM™, DAC™, and DAVSC™ certifications.