

PMP® Exam Prep Course

Lesson 1: Business Environment

- Define 'project' and how it relates to the larger discussion of project management
- Discuss the different types of organizational structures and how they relate to your project's management
- Discuss the principles of project management
- Discuss the principles of agile and how they relate to your project's management
- Discuss strategic alignment and its elements
- Explain the impact of business factors on strategic alignment
- Determine how projects align with business strategy
- Identify 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 how predictive and adaptive project life cycles work; explain what a hybrid development approach is
- Decide which kind of development approach or life cycle is best suited for work

Lesson 3: Plan the Project

- Explain the importance of a project management plan
- Provide an overview of scope planning in both predictive and adaptive projects
- Provide an overview of schedule planning in both predictive and adaptive projects
- Discuss resource planning for a project, including human and physical resources and the role of procurement
- Determine the budgeting structure/method for a project
- Explain the importance of tailoring a budget

- Identify strategies for dealing with risks and risk planning
- Assemble a toolkit of possible responses to risks
- Define quality and how it relates to the outcomes and deliveries for a project
- Discuss the importance of integrating project management plans and tailoring a 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 the 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: Closing 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