BOBCAT ACADEMY

In-Person 4-Day Live PMP Training

Course Syllabus:

DAY 1:

8:00AM – 12:00PM (Morning Session)

Welcome

    a. Who is BOBCAT Academy?
    b. Introduce Yourself
    c. Follow Us

Module 1: Course Introduction

    a. Course Dates
    b. Start/Stop Times
    c. Breaks
    d. Class Participation
    e. Homework
    f. Pre-requisites
    g. Minimum Expectations
    h. Must Master
    i. Failing Analytical People
    j. Timing Techniques
    k. Answering questions

    Baseline Exam

Module 2: Foundational Concepts

    a. Definitions
    b. Project Roles & Responsibilities
    c. Organizational Structures
    d. Project Manager's Power

  e. Project Life Cycle vs. Operations vs. Product Life Cycle
  f. PMI Framework vs. Project Management Methodology
  g. The Triple Constraint

10:00AM – 10:15AM (Morning Break)

  Module 3: Process Framework

    a. Definitions
    b. Project Management Process Interactions
    c. Process Groups vs. Knowledge Areas
    d. Process Framework

12:00PM – 1:00PM (Lunch Break)

1:00PM – 6:00PM (Afternoon Session)

  Module 4: Project Integration Management

    a. Develop Project Charter
    b. Develop Project Management Plan
    c. Direct and Management Project Work
    d. Monitor and Control Project Work
    e. Perform Integrated Change Control
    f. Close Project or Phase

    Integration Management Quiz

3:30PM – 3:45PM (Afternoon Break)

  Module 5: Project Scope Management

    a. Plan Scope Management
    b. Collect Requirements
    c. Define Scope
    d. Create WBS
    e. Validate Scope
    f. Control Scope

    Scope Management Quiz

DAY 2:

8:00AM – 12:00PM (Morning Session)

  Module 6: Project Time Management

a. Plan Schedule Management
   b. Define Activities
   c. Sequence Activities
   d. Estimate Activity Resources
   e. Estimate Activity Durations
   f. Develop Schedule
   g. Control Schedule

10:00AM – 10:15AM (Morning Break)

Module 7 - Project Network Diagramming

   a. Activity on Node (AON)
   b. Creating an AON Diagram
   c. Critical Path
   d. Forward & Backward Pass
   e. Float (aka Slack)
   f. Network Diagramming Exercise

   Time Management Quiz

12:00PM – 1:00PM (Lunch Break)

1:00PM – 6:00PM (Afternoon Session)

Module 8: Project Cost Management

   a. Project Selection Methods
   b. Plan Cost Management
   c. Estimate Costs
   d. Determine Budget
   e. Control Costs

3:30 – 3:45 (Afternoon Break)

Module 9: Earned Value Management

   a. Definitions
   b. Earned Value Management (EVM) Formulas
   c. Forecasting Formulas
   d. EVM Exercise

   Cost Management Quiz

DAY 3:

8:00AM – 12:00PM (Morning Session)

Module 10: Project Quality Management

    a. Definitions
    b. Plan Quality Management
    c. Cost of Quality
    d. Perform Quality Assurance
    e. Control Quality

    Quality Management Quiz

10:00AM – 10:15AM (Morning Break)

Module 11: Project Human Resource Management

    a. Plan Human Resource Management
    b. Acquire Project Team
    c. Develop Project Team
    d. Manage Project Team

    Human Resource Management Quiz

12:00PM – 1:00PM (Lunch Break)

1:00PM – 6:00PM (Afternoon Session)

Module 12: Project Communications Management

    a. Plan Communications Management
    b. Manage Communications Management
    c. Control Communications Management
    d. Communications Exercise
    Communications Management Quiz

3:30PM – 3:45PM (Afternoon Break)

Module 13: Project Risk Management

    a. Plan Risk Management
    b. Identify Risks
    c. Perform Qualitative Risk Analysis
    d. Perform Quantitative Risk Analysis
    e. Expected Monetary Value (EMV) Analysis

  f. Plan Risk Responses
  g. Control Risks
  h. Decision Tree Exercise

  Risk Management Quiz

DAY 4:

8:00AM – 12:00PM (Morning Session)

  Module 14: Project Procurement Management

    a. Plan Procurement Management
    b. Contract Types
    c. Conduct Procurements
    d. Control Procurements
    e. Close Procurements

    Procurement Management Quiz

10:00AM – 10:15AM (Morning Break)

  Module 15: Project Stakeholder Management

    a. Identify Stakeholders
    b. Plan Stakeholder Management
    c. Manage Stakeholder Engagement
    d. Control Stakeholder Engagement

    Stakeholder Management Quiz

12:00PM – 1:00PM (Lunch Break)

1:00PM – 5:00PM (Afternoon Session)

  Module 16: Professional and Social Responsibility

    a. PMI Code of Conduct
    b. Ensure Individual Integrity
    c. Contribute to Project Management Knowledge Base

3:30PM – 3:45PM (Afternoon Break)

  Recap

  Module 17: How to Pass the PMP Exam