



## Online 4-Day Live PMP Training

### Course Syllabus:

#### DAY 1:

**9:00AM – 12:00PM EST (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\*\***

**10:00AM – 10:15AM EST (Morning Break)**

##### **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

### **Module 3: Process Framework**

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

**12:00PM – 1:00PM EST (Lunch Break)**

**1:00PM – 6:00PM EST (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 EST (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:**

**9:00AM – 12:00PM EST (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 EST (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 EST (Lunch Break)**

**1:00PM – 6:00PM EST (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 EST (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:

**9:00AM – 12:00PM EST (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 EST (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 EST (Lunch Break)**

**1:00PM – 6:00PM EST (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 EST (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:**

**9:00AM – 12:00PM EST (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 EST (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 EST (Lunch Break)**

**1:00PM – 6:00PM EST (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 EST (Afternoon Break)**

**Recap**

### **Module 17: How to Pass the PMP Exam**