SYLLABUS

PMI® Authorized PMP® Exam Prep

1. Business Environment

2. Start The Project

3. Plan The Project

4. Lead The Project Team

5. Support Project Team Performance

LESSON 1
BUSINESS ENVIRONMENT

1A
Foundation
Foundational project management concepts
Project management principles
The Agile mindset
Tailoring – hybrid approaches, processes and practices in project management

1B
Strategic Alignment
Define strategic alignment and business acumen
Follow guidelines for effective business decision-making
Explore organizational influences on projects
Explain how projects align with broader organizational strategy and global trends

1C
Project Benefits and Value
Evaluate and deliver project benefits and value
Execute project with the urgency required to deliver business value

1D
Organizational Culture and Change Management
Support organizational change

1E
Project Governance
Establish project governance structure

1F
Project Compliance
Plan and manage project compliance

START THE PROJECT

2A — Identify and Engage Stakeholders

Collaborate with stakeholders
Engage stakeholders
Manage communications

2B — Team Formation

Empower team members and stakeholders
Ensure knowledge transfer for project continuity
Engage and support virtual teams

2C — Build Shared Understanding

Lead a team
Negotiate project agreements
Build shared understanding
Define team ground rules

2D — Decide Project Approach/Methodology

Determine appropriate project methodology/methods and practices

LESSON 3

PLAN THE PROJECT

3A **Planning Projects**
Differentiation of Planning for Predictive vs Adaptive Approaches

3B **Scope**
Execute project with the urgency required to deliver business value
Plan and manage scope
Plan and manage project/phase closure or transitions

3C **Schedule**
Plan and manage schedule

3D **Resources**
Build a team
Plan and manage procurement (resources)

3E **Budget**
Plan and manage budget and resources

3F **Risk**
Assess and manage risks
Plan and manage project compliance

3G **Quality**
Plan and manage quality of products/deliverables
Plan and manage project compliance

3H **Integrate Plans**
Integrate project planning activities
Manage project changes

LESSON 4

LEAD THE PROJECT TEAM

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4A — Craft Your Leadership Style
Lead a team
Engage and support virtual teams

4B — Create a Collaborative Project Team Environment
Manage project artifacts

4C — Empower the Team
Lead a team
Empower team members and stakeholders

4D — Support Team Member Performance
Support team performance
Promote team performance through the application of emotional intelligence

4E — Communicate and Collaborate with Stakeholders
Manage communications
Lead a team
Engage stakeholders
Collaborate with stakeholders
Evaluate and deliver project benefits and value

4F — Train Team Members and Stakeholders
Build a team
Ensure team members/stakeholders are adequately trained
Mentor relevant stakeholders

4G — Manage Conflict
Manage conflict
Define team ground rules
Build shared understanding

SUPPORT PROJECT TEAM PERFORMANCE

5A — Implement Ongoing Improvements
Continuous Improvement

5B — Support Performance
Manage communications
Empower team members and stakeholders
Build a team
Engage and support virtual teams
Manage project artifacts
Determine appropriate project methodology/methods and practices

5C — Evaluate Project Progress
Plan and manage scope
Plan and manage schedule
Plan and manage budget and resources
Execute project with the urgency required to deliver business value
Plan and manage quality of products/deliverables

5D — Manage Issues and Impediments
Manage project issues
Address and remove impediments, obstacles, and blockers for the team

5E — Manage Changes
Evaluate and address external business environment changes for impact on scope
Manage project changes

CLOSE THE PROJECT/PHASE

6A

Project/Phase Closure
Negotiate project agreement
Plan and manage project/phase closure or transitions

6B

Benefits Realization
Evaluate and deliver project benefits and value

6C

Knowledge Transfer
Ensure knowledge transfer for project continuity

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