



Arabian Institute For Training

---

# PMP ® Exam Preparation Training

## The Project Management Professional

### INTRODUCTION

- Project Management is essential in business today as it's all about getting activities completed efficiently and effectively by and with the support of people. To understand Project Management, it's important to have theoretical as well as a functional knowledge of project management, leadership and teamwork.
- The Project Management Professional (PMP)® is already recognised as the world's leading project management certification. Now updated the PMP® focuses on the people aspect too, project leadership experience and expertise as well as team behaviours as the winning way towards success with the right people needed to work smarter and perform better.
- This training course is intended for candidates who plan to undertake the Project Management Institute (PMI)® Project Management Professional (PMP)® examination based on the 6th edition of the Project Management Body of Knowledge (PMBok).
- Projects are the way of modern business, with research indicating employers will require almost 2.2 million new project-oriented roles each year through 2027 meaning skilled project managers are in high demand.
- The PMP certification is designed by project professionals, for project professionals and validates that you are among the best—highly skilled in:
- People: emphasising soft skills needed to effectively lead a project team in today's changing
- Process: reinforces technical aspects of successfully managing
- Business Environment: highlights connections between projects and strategies of the organisations
- PMP® certification endorses your capabilities around the project leadership skills employers seek, and indeed now includes three key approaches:
- Predictive (waterfall)
- Agile
- Hybrid.

---

## OBJECTIVES

On this training course, you'll be led by an Authorised Training Partner (ATP), helping you build your knowledge quickly, learning about the 3 domains, people, process, and business environment, and how to:

- Build and lead a team
- Empower, collaborate, and mentor stakeholders
- Plan and manage project scope and schedule
- Manage project conflicts in a professional, assertive manner
- Assess and manage project risks and issues
- Recognise the tools to be used, and the appropriate behaviours

## TRAINING METHODOLOGY

- The ATP Facilitator will present the official PMI - PMP training material, templates and examples and provide help and guidance during the pre-examination process. The sessions will be challenging and practical through the use of competence-based activities, delegates will learn to question and learn what is really required to become a project professional.
- Regular testing of the newly styled questions will be carried out as we go through each module.

## ORGANISATIONAL IMPACT

The PMP® training course helps organisations to benefit from:

- Excelling in project management practice and increasing organisational maturity
- Equipping employees in refining abilities for project leadership and management
- Gaining confidence from customers by having project professionals having a world-renown professional certification in project management

## PERSONAL IMPACT

The delegates will have the following benefits by attending this training course:

- Becoming an expert in project management practice
  - Gaining confidence and professional insights needed for a project management career.
  - Applying best practices that apply to diverse projects in multiple industries.
  - Obtaining a world-renown professional certification in project management.
  - Passing the PMP® examination could boost the earning potential by developing project management skills
  - Project management experience can open the doors to rapid promotion
-

---

## WHO SHOULD ATTEND?

This training course is suitable to a wide range of professionals but will especially benefit:

- Senior Project Managers
- Program Managers
- Project Managers
- Senior Consultants
- CIO / CTO/Vice President
- IT Heads / Senior IT Managers
- Project /Team Leads /PMO
- Functional Heads
- Business Analysts
- Project management professionals planning on taking the PMP Exam

## Course Outline

### Creating a High-Performing Team

- Building a Team
- Defining Team Ground Rules
- Negotiating Project Agreements
- Empowering Team Members and Stakeholders
- Training Team Members and Stakeholders
- Engaging and Supporting Virtual Teams
- Building Shared Understanding about a Project

### Starting the Project

- Determining Appropriate Project Methodology/Methods and Practices
  - Planning and Managing Scope
  - Planning and Managing Budget and Resources
  - Planning and Managing Schedule
  - Planning and Managing Quality of Products and Deliverables
  - Integrating Project Planning Activities
  - Planning and Managing Procurement
  - Establishing Project Governance Structure
  - Planning and Managing Project/Phase Closure
-

---

## Doing the Work

- Assessing and Managing Risks
- Executing Projects to Deliver Business Value
- Managing Project Communications
- Engaging Stakeholders
- Creating Project Artifacts
- Managing Project Changes
- Managing Project Issues
- Ensuring Knowledge Transfer for Project Continuity

## Keeping the Team on Track

- Leading a Team
- Supporting Team Performance
- Addressing and Removing Impediments, Obstacles, and Blockers
- Managing Conflict
- Collaborating with Stakeholders
- Mentoring Relevant Stakeholders
- Applying Emotional Intelligence to Promote Team Performance

## Keeping the Business in Mind

- Managing Compliance Requirements
  - Evaluating and Delivering Project Benefits and Value
  - Evaluating and Addressing Internal and External Business Environment Changes
  - Supporting Organizational Change
  - Employing Continuous Process Improvement
  - Tips for PMP® Examination Test
  - Role plays and Games
  - Exam Application Process
-



Arabian Institute For Training