



PMP® Exam Prep Course

Why Take This Course?

STUDY TIME Only 40 hours of study or less needed after this course to pass the PMP® exam! That is 70% less study than is usually necessary with other courses. Become a PMP® in one week!

MATERIALS AND EXTRAS Projektspecialisten offers students a comprehensive system of products as part of their classroom training registration. These materials include the best-selling book PMP® Exam Prep by Rita Mulcahy, PM FASTrack® Exam Simulation Software, and Hot Topics flashcards (audio CD version). Also included in this course are materials not available to the general public. Note: these materials are included as part of the course, and you will NOT receive a discount on your course registration if you already own any or all of them.

INSTRUCTION This course uses accelerated learning techniques. Expert project managers who are also expert trainers teach our courses!

AUTHORIZED TRAINING PROVIDER OF RMC PROJECT MANAGEMENT Projektspecialisten is an Authorised Training Provider of RMC Project Management.



Preparation

What to Do Before This Course

1. Consider buying the PM Crash Course™ Book from us.
Check out our website for more information.
2. Submit your application to PMI® to take the exam – By the time this course is finished you will be eager to take the exam as soon as possible. We therefore strongly suggest that you complete or at least begin your online application to take the exam before you take this course. The best way to prepare and submit your application is to do so online by going to the PMI® website. Then when you have completed studying after the course you will be ready to pass the exam. Remember that you can begin your application now and finish it later.
3. Complete the Mandatory JumpStart Work on the Topic of Procurement. Projektspecialisten is excited to offer a free website with this class, offering up to eight extra hours of material to help those who wish to get a jump start on their learning. This program includes additional mandatory work on the topic of Procurement. Reviewing this material prior to class will be a BIG HELP in making sure you are not left behind during class. After completing the Procurement work, students are encouraged to bring any questions they may have to class.
4. Many students require additional fundamental training before taking the PMP® Exam. If you believe you are weak in this area, maybe one of our fundamental courses or self study products would be helpful. Check out our website for more information.

If you do not receive your link and login to the JumpStart Procurement Work within two weeks of the class start, contact us directly at your local Projektspecialisten office.

What to Bring to This Course

- PMBOK® Guide, 3rd Edition (2005)
(hard copy, or printed from CD version)
- Highlighter
- Pencil
- If you are staying in a hotel for this course, you might also consider bringing a laptop computer if you would like to begin working in the evenings with PM FASTTrack®, the PMP® Exam Simulation Software. This is optional.

Class Materials

Course materials will include Rita Mulcahy's PMP® Exam Prep book, PM FASTTrack® exam simulation software, and our Hot Topics Flashcards, plus additional materials not available to the public. The book includes hundreds of pages of detailed review materials including coverage of material not in the PMBOK®, sample exams, exercises and activities. Note: these materials are included as part of the course, and you will NOT receive a discount on your course registration if you already own any or all of them.

Course Outline

- Why is taking the exam important?
- Overview of the exam:
- How to study and create a study plan
- Tricks for memorizing formulas
- Tricks to help you understand how the PMP® questions are written
- Tricks for shortening your study time
- Tricks for taking the exam
- Tricks for finding holes in your project management knowledge
- Reasons people fail the exam and how to make sure you do not do the same
- Exercises to help you understand, memorize and conceptualize the information you need to know, right in class, including those dreaded formulas
- Understanding PMI®-isms
- Detailed coverage of:
 - The process of project management
 - The framework of project management
 - Integration management
 - Scope management
 - Time management
 - Cost management
 - Quality management
 - Human resources management
 - Communications management
 - Risk management
 - Procurement management
 - Professional responsibilities



Kursen hålls på svenska eller engelska. Kursmaterialet från RMC Project Management, Inc. är på engelska.