

BOLD Academy International Inc.

Project Management Certification Preparation Workshop

Duration: 6 days

WORKSHOP OVERVIEW:

Add the certainty of a positive outcome to your career through the **BOLD-AI Project Management Certification Preparation Workshop**. As a Professional, you understand and uphold to a Code of Ethics. It demonstrates to your customers that you use industry-respected best practices and are keeping up with an evolving marketplace. Your designation as a Professional allows you to use the letters to show that you possess the qualities and experience required to make judgment calls with respect to matters in your profession.

KEY BENEFITS:

This **6 day workshop** is designed to accommodate your busy schedule. This workshop is delivered on week-days and week-ends, over **six (6) weeks**. Attendees will receive & experience the following:

BENEFITS	Typical daily Structure & Experiences
<ul style="list-style-type: none">✓ Small classes (50 hours of face-to-face instruction) and on-going mentoring✓ Comprehensive study plan developed with you & learning style assessment✓ Structure and discipline to succeed✓ BOLD comprehensive Study Guide, theory and practice, practical applications✓ One-on-one exam application support✓ Printed templates for at home study✓ A comprehensive set of self test questions✓ Q & A study support prior to the exam✓ If instructions are followed & benchmark is at 90% there is a significant chance of passing the Examination	<ul style="list-style-type: none">● 08:30 – 08:45 – Day & Week Study Plan● 08:45 – 09:45 – Benchmarking● 09:45 – 11:00 – Learning experience● 11:00 – 11:15 – Coffee Break● 11:15 – 12:30 – Learning experience● 12:30 – 13:30 – Lunch● 13:30 – 14:45 – Learning experience● 14:45 – 15:00 – Coffee Break● 15:00 – 16:15 – Learning experience● 16:15 – 16:30 – Review● 16:30 – 17:00 – Benchmarking (Day 1-6)

INSTRUCTIONAL STRATEGY & EXPERIENCE:

The workshop format consists of material content presentation, group discussion and lots exam practice opportunity. There will be some individual and some group work and discussion, all facilitated by the instructor. Participants should be prepared to study the materials between daily sessions and challenge themselves to exceed their previous performance. Instructional exercises will include using the various books and reference materials listed above.

TO REGISTER:



Phone: (416) 578 7573 **OR** Contact us: info@boldgrouptcm.com



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WHO SHOULD ATTEND?

This will be of interest to persons with business, project and engineering experience, who are looking to accelerate the process of obtaining the Project management professional certification.

PREREQUISITES:

Participants are encouraged to take “Getting Started with Project management” or an introductory project management course.

CONTENT OUTLINE

Day	Modules			
1	Introduction ✓ Introductory Benchmark ✓ Create The Mind-Set ✓ Study & Material Review ✓ Definition & Framework	Framework & Standards ✓ Business & Projects ✓ 5 Process Groups ✓ 10 Knowledge Areas ✓ Ethics & PM process	Integration – Part 1 ✓ Charter Preparation ✓ Management Plan ✓ 11 Subsidiary plans ✓ Directing & Managing	Integration – Part 2 ✓ Monitoring Progress ✓ Change Control ✓ Closing & Transitioning ✓ Integrating Ethics
2	Scope – Part 1 ✓ Plan to manage scope ✓ Requirements ✓ Scope Statement ✓ Create WBS	Scope – Part 2 ✓ Scope Baseline ✓ Inspect & Verify Scope ✓ Variance on Scope ✓ Scope & Ethics	Time – Part 1 ✓ Schedule management ✓ Create List of Activities ✓ Dependency & PDM ✓ Activity sequencing	Time – Part 2 ✓ Estimating Time ✓ Produce Schedule ✓ Controlling the schedule ✓ Time & Ethics
3	Cost – Part 1 ✓ Cost management plan ✓ Estimating Methods ✓ Produce Cost Estimates ✓ Establish Budget	Cost – Part 2 ✓ Performance Baseline ✓ Cost Variance Analysis ✓ Manage Earned Value ✓ Cost & Ethics	Quality ✓ Establish Quality Plan ✓ Conduct Quality Audits ✓ Measure & Record ✓ Quality & Ethics	Human Resources ✓ Develop HR Plan ✓ Get the Resources ✓ Develop, Perform ✓ HR & ethics
4	Communication ✓ Management plan ✓ Plan & Distribute ✓ Manage & Report ✓ Ethical Information	Risk – Part 1 ✓ Framework & Plan ✓ Identify Risk ✓ Create Risk Register ✓ Assess Qualitatively	Risk – Part 2 ✓ Assess Quantitatively ✓ Develop Risk Response ✓ Assess & Adjust ✓ Ethics & Risk	Procurement ✓ Plan & Decide ✓ Select Sellers ✓ Administer & Close ✓ Procuring Ethically
5	Stakeholders – Part 1 ✓ The Stakeholders ✓ Stakeholder register ✓ Stakeholder analysis ✓ Management Plans	Stakeholders – Part 2 ✓ Managing stakeholders ✓ Manage Expectations ✓ Performance control ✓ Executing ethically	Initiate & Plan – Part 1 ✓ Business Case & Charter ✓ Authorizing & Authority ✓ Stakeholders ✓ Initiate Ethically	Plan – Part 2 ✓ 9 Knowledge areas ✓ 11 Subsidiary Plans ✓ Develop & Review Plans ✓ Plan Ethically
6	Execute ✓ Integrate & Baseline ✓ Direct & Manage ✓ Manage Expectations ✓ Executing Ethically	Monitor & Control ✓ Progress Reporting ✓ Controlling Change ✓ Progress Acceptance ✓ M & C Ethical decisions	Close ✓ Accepted Deliverables ✓ Procurement Audit ✓ Result transition & Close ✓ Ethical Results	Exam readiness & Wrap Up ✓ Final Benchmark ✓ Exam Requirements ✓ Follow-on Efforts ✓ Wrap Up

APPENDICES

- Glossary of terms

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