

Certified Associate in Project Management (CAPM)® Certification Prep

Course Duration: 40 Hours (5 Days)

Overview

The Certified Associate in Project Management (CAPM)® Certification Prep course provides a comprehensive overview of the core principles and methodologies of project management as outlined by the Project Management Institute (PMI)®. It is designed to equip learners with the knowledge and skills needed to pass the CAPM® exam and to excel in project management roles. This course covers a wide range of topics, from the basics of Project management frameworks to the intricate details of cost, time, and Quality Management. It also delves into specialized areas such as human resources, communication, risk, procurement, and stakeholder management. Completing the course will enhance a learner's skill set, provide proof of professional achievement, increase marketability, and offer opportunities for career advancement. By focusing on professional responsibility, the course ensures that candidates are not only ready to pass the CAPM® exam but also to adhere to the ethical standards required in the field of project management. With this preparation, learners can confidently approach the PMP® exam and their project management careers.

Audience Profile

The Certified Associate in Project Management (CAPM)® Certification Prep course is designed for individuals seeking to advance their project management skills and gain a recognized credential.

- Aspiring Project Managers
- Junior Project Managers
- Project Coordinators
- Project Assistants
- Project Team Members
- Project Analysts
- Program Managers
- Project Support Staff
- Associate Project Managers
- Project Sponsors
- Product Managers
- Business Analysts
- Quality Assurance Specialists
- IT Professionals seeking project management experience
- Professionals aiming to transition into project management roles

- Recent graduates in business or related fields looking to bolster their resume
- Military and defense personnel involved in project-based work
- Nonprofit organization staff responsible for projects
- Consultants who assist businesses in project management

Course Syllabus

- Course Introduction
- Guidelines for the PMP® Exam Preparation
- Project Management Framework
- Project Integration Management
- Project Scope Management
- Project Time Management
- Project Cost Management
- Project Quality Management
- Project Human Resource Management
- Project Communications Management
- Project Risk Management
- Project Procurement Management
- Project Stakeholder Management
- Professional Responsibility Why CAPM® 1. Enhances skill set as a Project Manage