

2008

LearnProject 

Accelerate your Project Management career
by making the move to become a Project Management
Professional - PMP®



Call 0870 350 0025 or email info@learnproject.co.uk

Project Management Courses 2008

Project Management Professional



A convenient five day format will cover all the PMI® knowledge areas and process groups. You will learn proven test taking skills to take your PMP® Exam.

- Receive a comprehensive classroom lesson plan and study guide that covers every learning area, and provides tips in taking your exam
- Benefit from an experienced Project Management Professional with a 35 year PM background plus thousands of hours of classroom training experience
- Enhance your learning with group exercises

About The PMP® Exam Prep Course

In today's fast-paced world of Project Management, work experience alone is only half the equation for career success. **There is an ever increasing demand from organisations for project leaders and staff who have obtained the Project Management Institute's Project Management Professional (PMP®) designation.**

Completing your PMP® certification illustrates that you have world-class standardized project management knowledge, and have committed yourself to mastering all of the essential project management skills. Successful completion of your PMP® puts you at the top of your industry, and will open many new avenues of career growth.

If you are an experienced project professional or department leader who wants to obtain your PMP® certification, then LearnProject's "PMP® Certification Exam Preparation Course" is an ideal option for you.

A Fast And Easy Way To Prepare Yourself To Take The PMP®

During our comprehensive 5 day training format, you will be immersed in the PMI® world. You will learn project management language, best practices, tools and techniques, and loads of hints and tips to assist you in taking your PMP exam.

Who is it for?

- Project managers who want to improve their test-taking skills and confidence prior to taking the PMP® exam
- Any individual who would simply like to increase their understanding of project management even if you are not taking the exam

Build Your Confidence and Test-Taking Skills to Successfully Take Your PMP® Exam

Just Some of the direct benefits of attending LearnProject's PMP® Exam Preparation Course include:

- **Learn From One of The Most Respected Project Managers in the USA and Europe:**
- **A Convenient 5 Day Format:** Our practical 5 day format will fast forward you through the learning process.
- **Review Scores of Sample Questions:** Learn first hand how to interpret exam questions, and focus your study time on topics that need the most attention.

Program Contents



1. Introduction

- Attendees
- Course Objectives
- The evolution of project management
- Project success & failure
- Project Management Institute (PMI) and PMBOK

2. Basic Concepts

- Definitions
- Project Management Applications
- The Project-driven Organisation
 - Management By Projects
 - Master Scheduling
 - The Project Office
- Project and Product Life Cycle
- Project Management Maturity and Corporate Profitability

3. Project Organisation

- Project Management Roles
- Types of Project Organisations
- The Matrix Organisation

4. Project Initiation

- Where Do Projects Come From?
- Strategic Planning Concepts
- Product feasibility studies : ROI and IRR
- ROI Calculation Exercise
- Project authorisation : the Project Charter

5. Project Planning

- Overview Of Project Planning and Components of the Project Plan
- Project Definition Document (PDD)
- Class exercise in developing the PDD
- Work Breakdown Structure (WBS)
- Class Exercise : WBS Development

6. Project Time Management

- Time Management Processes
- Network Scheduling Concepts : PERT & CPM
- Class exercise : CPM Problem
- Resource Loading & Leveling
- Schedule Compression : Crashing & Fast - Tracking

7. Project Cost and Risk Management

- Cost Management Processes
- Cost Estimating Methods
- Risk Management Processes
- Decision Tree Analysis

8. Completing the Project Plan

- Communications Planning
- Baselining the Project

9. Project Executing

- Needs Analysis and Requirements Definition
- Team Building and Motivation
- Conflict Management
- Meeting Management

10. Project Controlling

- Change Management
- Project Performance Management by Earned Value
- Forecasting and Variance Analysis

11. Project Closing

12. Course Evaluation

5 Day PMP® Exam Preparation Course

Venue

South Lodge Hotel, 196 New London Road, Chelmsford, Essex, CM2 0AR

Fee

£ 1545 - per delegate plus VAT / Inclusive of course handouts, refreshments and buffet lunch

Course Leader



Ahmet N. Taspinar, MSc., MBA, PMP, REP is a management consultant providing project management training and consulting services to utilities, transportation, engineering/construction, banking telecommunications and information technology development industries. Ahmet has 40 years of U.S. and overseas experience in petrochemical and energy projects, and in management information systems development. He has worked for Mobil Oil, IBM, Raytheon Engineers, ARAMCO, British Petroleum and AT&T. He retired from Pacific Gas & Electric Company in 1993, where he worked for 8 years as the supervisor of Project Management Training, Tools and Cost/Schedule Support.

A member of Project Management Institute (PMI) since 1977, Ahmet has served as President and Officer of the Northern California Chapter and on numerous chapter and PMI committees. He has been a founding member of the New England, Istanbul and Mexico City Chapters, and has worked as the deputy chair of the Project Management Excellence Team that studied the Financial Benefits of Project Management to Organizations.

Ahmet was the recipient of the Northern California Chapter's Person Of The Year (Wally Kruse) Award in 1992, and of PMI's Distinguished Service Award in 1996. Ahmet is a Certified Project Management Professional (PMP), and a Registered Education Provider (REP) of PMI. Ahmet holds an MSc in Civil Engineering from Harvard University and an MBA from Northeastern University. He received his PMP certification in 1991.

Ahmet teaches PMP Certification Preparation, Project Planning and Control Using Software Tools and Strategic Planning for a variety of industries. He is an instructor of Project Management at the University of California, Berkeley, Extension Program, and at various Diploma Programs in Mexico.

Ahmet has taught Project Management Seminars and Workshops at AT&T, PG&E, NCR, Lucent Technologies, East Bay Municipal Utility District, Port of Oakland, Union Pacific Railroad, Pacific Bell, and at local industries and PMI chapters in Mexico and Turkey.

Booking Form

Organisation Details

Organisation Name _____

Address _____

Postcode _____

Which best describes the area in which your organisation works?

- | | | |
|--|--|---|
| <input type="checkbox"/> Public Sector | <input type="checkbox"/> Engineering | <input type="checkbox"/> IT |
| <input type="checkbox"/> Retail | <input type="checkbox"/> Pharmaceuticals | <input type="checkbox"/> Property |
| <input type="checkbox"/> Recruitment | <input type="checkbox"/> Utilities | <input type="checkbox"/> Financial services |
| <input type="checkbox"/> Telecom | <input type="checkbox"/> Legal | <input type="checkbox"/> Leisure |
| <input type="checkbox"/> Publishing | <input type="checkbox"/> Transport/dist | <input type="checkbox"/> FMCG |
| <input type="checkbox"/> Charity | <input type="checkbox"/> Professional services | <input type="checkbox"/> Marketing |
| <input type="checkbox"/> Manufacturing | <input type="checkbox"/> Media | |

Delegate

Title (Mr/Mrs/Miss/Dr/Ms) _____

First name _____

Surname _____

Job title _____

Course Name _____

Date _____

Direct telephone number (landline) _____

Mobile _____

Email address _____

Fax number _____

Signature _____

Please complete this form and return post to: **LearnProject, TTC House, 86 Broomfield Road, Chelmsford, Essex, CM1 1SS.** Alternatively fax to: **0870 199 1008.** We will endeavour to arrange a placement and get back to you as soon as possible upon receiving this booking reservation. For more information visit www.learnproject.co.uk or email info@learnproject.co.uk