

# PMP® EXAM PREP COURSE



## FIVE-DAY SEMINAR

### Enroll Today!



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1-800-556-2998



Fax

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[www.pryor.com](http://www.pryor.com)



Mail

Fred Pryor Seminars  
P.O. Box 219468  
Kansas City, MO  
64121-9468

This five-day comprehensive prep course is designed to offer the necessary tools, tips and techniques for Project Management Professional (PMP)® exam prep success.

### Harness strategies and essential skills necessary to gain your PMP credentials:

- Make it easier to properly initiate a project. Understand the difference between a project charter and a project scope statement.
- Break down Project Management Institute's (PMI)® framework and distinguish between projects, programs, portfolios, project management and PMOs.
- Understand the interaction of the five process groups, the 10 knowledge areas and the significance of the 47 processes that tie them together. These are key components to understanding the ITTO (Inputs, Tools and Techniques and Outputs) many struggle to comprehend.
- Properly initiate, plan and schedule a project with tools to monitor your progress with ease.
- Utilize the WBS, network diagrams and additional PMI recommended tools.
- Analyze your project's performance with earned value management so you can bring your project in on-time, on-budget and within quality standards.
- Avoid loose ends: close your project successfully from an administrative and contractual standpoint.
- Practice the formulas, tools, techniques and test taking tips vital to pass the PMP exam.

PMP and PMI are registered marks of the Project Management Institute, Inc.

 FRED PRYOR SEMINARS

This course qualifies for PDU credits.  
See details on page 7.



EXPRESS CODE

917971

• Enroll Today  
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## How does the PMP® credential help your future?

Obtaining the Project Management Professional (PMP)® credential will lead to positive benefits for your career, such as the recognition of knowledge and process of building management skills. Get on track to achieving your goals and reach your career potential.

- Gain international credibility as an experienced and expert project manager
- Learn the common language and key terms used among project managers, ensuring a common framework among coworkers
- Use the processes, tools and techniques in your projects
- Build your own personal management style
- Demonstrate greater competency and skills with each successful project
- Strengthen your competitive edge and set yourself apart from fellow project managers
- Open more doors and boost your resume by adding the PMP credential

# Ready to reach your Project Management career goals?

A lack of proper project standards results in poor efficiency, financial losses and unnecessary risk. Organizations committed to high project performance and strategic alignment are eager to hire qualified, experienced employees to deliver a better bottom line. In other words, as a project manager and PMP® candidate, YOU are in demand!

The need for project skills and personnel that deliver on time and on budget will never go out of style. PMI® credentials distinguish you in the job market and help you move ahead in your career. The PMP credential uniquely validates your education and experience level with the backing of a global body like PMI. The Project Management Institute reports that PMP credential holders earn higher salaries than non-credentialed project managers.

To get ahead, you need to stand out above the rest. Obtaining a professional credential solidifies your skill set, while further preparing you to meet the demands of any project.

Project Management Professional credential is the highest sought-after qualification in project management. This is a five (5) day comprehensive prep course that will give you the tools, tips and techniques you need to prepare for and pass the PMP exam. With live professional training, sample test questions and mock practice exams, this course prepares you and ensures the best possible result, the first time you take the test!

This PMP Exam Prep Course follows the Project Management Institute, *A Guide to the Project Management Body of Knowledge (PMBOK® Guide) – Fifth Edition*, Project Management Institute, Inc., 2013. This professionally developed seminar is for experienced project managers with a desire to learn the *PMBOK® Guide* standards and gain a stronger knowledge base of PMP concepts and theories. This seminar is also specifically for those wanting to take the exam or are getting renewed.



**In one comprehensive, 5-day course, management professionals can strengthen business skills and ready themselves for a successful future in project management. Throughout the seminar, attendees will:**

- Follow the *PMBOK® Guide* to firmly establish knowledge areas and practice essential project skills to establish a strong project foundation. The better the project starts, the greater chance that you accomplish your goals while remaining cost effective and delivering on time.
- Develop an unshakeable understanding of essential project standards and elements. Understand the interaction of processes and the *PMBOK® Guide's* 10 knowledge areas to better initiate and follow the project life cycle. Areas include:

<b>1.</b> Project Integration Management	<b>6.</b> Project Human Resource Management
<b>2.</b> Project Scope Management	<b>7.</b> Project Communications Management
<b>3.</b> Project Time Management	<b>8.</b> Project Risk Management
<b>4.</b> Project Cost Management	<b>9.</b> Project Procurement Management
<b>5.</b> Project Quality Management	<b>10.</b> Project Stakeholder Management

*PMP and PMBOK are registered marks of the Project Management Institute, Inc.*

**DO YOU MEET THE REQUIREMENTS TO APPLY FOR THE PMP® EXAM?**

**DO YOU HAVE ...**

**A four-year degree and 3+ years of Project Management Experience?**

**YES**

**NO**

**A secondary degree and 5+ years of Project Management Experience?**

**YES**

**NO**

**If you answered yes to one of these questions, you just need your 35 contact hours!**

**Reach your project management dreams  
with this 5-day seminar!**

# PMP® EXAM PREP COURSE

Fred Pryor Seminars  
has been approved to  
issue PDUs for your  
PMP® Prep courses

Fred Pryor Seminars is proud to be  
a Registered Education Provider  
(R.E.P.) for the Project Management  
Institute (PMI)®.

Project Management Institute  
(PMI) is the largest global project  
management member association in  
the world. PMI has over a half million  
practitioners in over 185 countries.  
Therefore, it is no doubt that PMI  
holds incredibly high standards, as  
well as a rigorous approval process.

As a PMI Registered Education  
Provider (R.E.P.), Fred Pryor  
Seminars has agreed to abide by PMI-  
established quality assurance criteria.

## FACT

A PMI study found that  
organizations with more than  
35% PMP certified project  
managers had better  
project performance

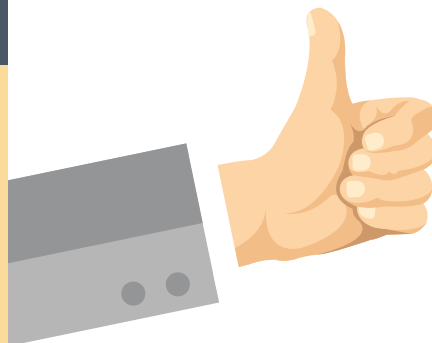
# COURSE

## 5-DAY SEMINAR

This course prepares prospective test takers for the Project Management Professional (PMP)® examination, focusing on content from Project Management Institute's (PMI)® *A Guide to the Project Management Body of Knowledge, (PMBOK® Guide)*, the most current edition and other additional resources. This 5-day seminar also prepares students for the Certified Associate in Project Management (CAPM)® certification for project team members and entry-level project managers. The course uses a combination of materials including discussions, exercises, practice exams and self-study to prepare students to apply for and take the PMP exam.

### At the end of the course, you will be able to:

- Obtain PMI® membership and apply for the PMP exam
- Execute the steps required to complete the PMP exam application
- Interpret the multiple styles of PMP exam questions
- Assess gaps in your knowledge of the PMI process groups and knowledge areas, through regular self-assessment and feedback, in order to develop and execute a personalized plan of study
- Acquire the PMI specific knowledge required to pass the examination
- Fulfill the 35 contact hours of formal project management education necessary to apply for the PMP examination



PMP, PMI, CAPM and PMBOK are registered marks of the Project Management Institute, Inc.

# AGENDA

**This course was created for you!**

This course covers ethics and professional and social responsibility, the project management framework, the five process groups, 10 knowledge areas and the 47 processes that are required to initiate, plan, manage and complete a project successfully.

## What to Expect - Course Outcomes

- Identify the concepts behind integration and scope management
- Define the requirements, process and approach to apply to take the PMP® exam
- Examine the main components and framework of the PMP exam
- Write a scope statement, create a WBS and create a WBS dictionary
- Understand and be able to apply “Data Flow Diagrams”
- Investigate the concepts behind time, cost and quality management
- Establish solid network diagramming and earned value calculation skills
- Identify the concepts behind human resources, communications and risk management
- Understand the importance of communication technology and methods
- Understand and be able to apply organizational theory
- Establish solid risk analysis skills
- Pinpoint the concepts behind procurement, stakeholder management and professional and social responsibility
- Distinguish between contract types in procurement
- Learn strategies to isolate and engage key stakeholders
- Gain a better understanding of what to expect on the PMP exam
- Increase confidence in preparation for the PMP exam
- Assess and correct knowledge gaps for better success and end results

## Who should attend:

This course is intended for those who are new to project management and desire to pass the CAPM® examination, as well as operators, technicians, engineers and those who are mid-career. The exam is also for those who are project engineers or managers with a desire to add the coveted PMP credential to their career portfolio.

## All this learning, plus attendees will receive:

- 35 contact hours/PDUs
- A copy of the *PMBOK® Guide*, latest edition
- Supplemental documents that can be used for exam preparation
- Exercises and example problems that prepare you for the exam
- Quizzes for each knowledge area covered
- 200 practice exam questions



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**Enroll Today! [www.pryor.com](http://www.pryor.com)**

## How will our PMP® prep seminar assist you to reach your highest career potential?

Our PMP credential holders will help you gain rewarding insights into exam preparation and successful completion.

- Earn the 35 required contact hours needed to apply for the PMP exam
- Navigate the process groups and knowledge areas with ease
- Analyze the necessary tools and techniques
- Prepare a self-study plan to stay on track
- Take PMP-style practice exams and check answers
- Study under PMP credentialed instructors
- Condense months of studying into a one-week, hands-on seminar
- Learn essential tips for exam preparation that you won't find in the *PMBOK® Guide*

## FACT

According to a PricewaterhouseCoopers Survey, 80% of high-performing projects use a credentialed project manager

# Top 5 Reasons to Sign Up Now!

- 1. Fred Pryor Seminars knows seminars.** We created the live seminar over 40 years ago. Since then, we have continued to enhance and build on our live seminar products to bring you the best quality of seminar you can find. This seminar is no different.
- 2. PMI® and Fred Pryor Seminars have high standards for excellence.** We are both aligned to deliver the highest quality possible in all we do. From us, as a PMI R.E.P, you get rigorously vetted and high quality content delivered by one of the best training companies in the business.
- 3. Our trainers are PMP® credential holders.** They know what you are going through and their knowledge base is among the finest in the field. They can guide you successfully along the road to passing your exam.
- 4. Fred Pryor Seminars has an unsurpassed record of customer satisfaction.** Over 10 million seminar participants from more than 300,000 organizations can attest to our ability to deliver what we promise. Our customer satisfaction rate speaks for itself!
- 5. You will have what you need when you are done!** Along with your pre-approved 35 contact hours/ PDUs you will get for attending this class, you receive necessary materials to continue building your skills, until you take your test.

PMP, PMI and PMBOK are registered marks of the Project Management Institute, Inc.



# Registration Information

**Enroll Today!** Hurry, our seats fill *fast*. Guarantee your enrollment by paying your tuition today. You will receive a confirmation once your registration is complete. **Payment is due before the program.**

**Quick Confirmation!** To receive your confirmation within 48 hours, please complete the Quick Confirmation section of the registration form. Be sure to provide us with your email address and/or fax number.

## Cancellations and Substitutions

You may cancel your registration up to 10 business days before the program, and we will refund your tuition less a nominal cancellation fee. Substitutions and transfers may be made at any time to another program of your choice scheduled within 12 months of your original event. Please note, if you do not cancel and do not attend, you are still responsible for payment.

## Please Note

- You will be notified by email, fax and/or mail if any changes are made to your scheduled program (i.e., date, venue, city or cancellation).
- Walk-in registrations will be accepted as space allows.
- For seminar age requirements, please visit <http://www.pryor.com/faq.asp#agerequirements>.
- Please, no audio or video recording.
- You will receive a Certificate of Attendance at the end of the program.

## Tax-Exempt Organizations

If you are tax-exempt, enter your tax-exempt number in Section 4 on the Registration Form. Please mail or fax a copy of your Tax-Exempt Certificate with your registration for payment processing.

## Tax Deduction

If the purpose of attending a Fred Pryor seminar is to help you maintain or improve skills related to employment or business, expenses related to the program may be tax-deductible according to I.R.C Reg. 1.162-5. Please consult your tax adviser.

## Continuing Education Units (CEUs)

Fred Pryor Seminars offers CEU credits based on program length and completion. Credits are issued according to the National Task Force for Continuing Education guidelines and approval is at the discretion of your licensing board. **Questions or concerns should be directed to your professional licensing board or agency.**

## Professional Development Units (PDUs)

As a Registered Education Provider (R.E.P.), our organization is approved by the Project Management Institute (PMI)<sup>®</sup> to offer Professional Development Units (PDUs). For more information, please visit [www.pmi.org](http://www.pmi.org). Our organization's R.E.P. number is 3992. This course qualifies for 35 PDUs.

## Completion & Continuing Education Certificates

To obtain a certificate documenting your completion and/or CEU or PDU credits, please visit [www.pryor.com/certificate](http://www.pryor.com/certificate). Certificates will be available 10 days after your event has ended.

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### Bring the PMP<sup>®</sup> Exam Prep Course to Your Team!

This powerful, high-impact 5-day seminar will show your employees you're serious about their professional growth and achieving critical organizational goals and objectives in Project Management.

### Or, Choose From Over 150 Courses!

From management development to customer service, our comprehensive library of courses provides a learning experience that is engaging, interesting and intriguing!

### Tailor the Training to Meet Your Specific Needs!

We'll help you choose the appropriate courses for your organization and tailor each one to address your specific goals, issues and scheduling concerns.

### Maximize Your Training Budget!

On-Site Training allows you to train work groups, teams and entire departments for less than the cost of traditional public seminars or other training options. Give your staff the skills, knowledge and confidence they need to meet tough workplace challenges head-on, realize their full potential and perform at their peak.

**For a free consultation, visit us online at [pryor.com/onsite](http://www.pryor.com/onsite) or call us at 1-800-944-8503**

# PMP® EXAM PREP COURSE



**FIVE-DAY SEMINAR**

## In this PMP Prep Course you will:

- Understand the difference between a project charter and a project scope statement
- Break down an essential project management framework
- Understand the interaction of the 5 process groups and the 10 knowledge areas
- Learn to properly initiate, plan and schedule a project using tools to monitor your progress with ease
- And much more!

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To update your contact information, see page 7.

**Your VIP # is WINQ**



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- Online [pryor.com](http://pryor.com)
- Call 1-800-556-2998
- Fax to 913-967-8849
- Mail your registration form!



**YES!** Please register me for the **PMP® Exam Prep Course**, a five-day seminar. Group discounts available.

**SEMINAR** Seminar City: \_\_\_\_\_

**1** Seminar Date: \_\_\_\_\_ City Event #: \_\_\_\_\_

**YOUR ORGANIZATION** Organization: \_\_\_\_\_

Address: \_\_\_\_\_

**2** City: \_\_\_\_\_ St: \_\_\_\_\_ ZIP: \_\_\_\_\_

Tele: \_\_\_\_\_ Fax: \_\_\_\_\_

Approving Mgr's Name:  Mr.  Ms. \_\_\_\_\_

Job Title: \_\_\_\_\_

Email Address: \_\_\_\_\_  Business  Home

**Quick Confirmation** Please  email or  fax my confirmation to me within 48 hours.

**WHO WILL BE ATTENDING**  Mr.  Ms. \_\_\_\_\_

**3** Job Title: \_\_\_\_\_

Email (required): \_\_\_\_\_  Business  Home

Mr.  Ms. \_\_\_\_\_

Job Title: \_\_\_\_\_

Email (required): \_\_\_\_\_  Business  Home

Please list additional names on a separate sheet.

**METHOD OF PAYMENT** **Important: Send your payment now. Tuition is due before the workshop.** Please make checks payable to Fred Pryor Seminars and return form to: P.O. Box 219468, Kansas City, MO 64121-9468. Our federal ID# is 43-1830400 (FEIN).

**4** Please add applicable state and local tax to your payment for programs held in Hawaii (4.16%), South Dakota (6.5%) and West Virginia (6%).

**Please check one of the following:**

1.  Registration fee enclosed. Check # \_\_\_\_\_ Amount \$ \_\_\_\_\_

2.  Our Purchase Order is attached. P.O. # \_\_\_\_\_

3.  Bill my organization. Attention: \_\_\_\_\_

4.  Charge to:  AmEx  Discover  MC  Visa Exp. Date: \_\_\_\_\_

Acct. #: \_\_\_\_\_

Card Holder's Name: \_\_\_\_\_

Tax-Exempt #: \_\_\_\_\_

Please attach a copy of your Tax-Exempt Certificate for payment processing.

**Note:** If you've already registered by phone, by fax or online, please do not return this form.

**REGISTRATION FORM — PMP® EXAM PREP COURSE**