

# PMP Exam Preparation Workshop-Delivery Schedule

Jan-Dec. 2023

3 Cohorts to suit your need and schedule

Day	Cohort I	Cohort II	Cohort III	Time Frame	Content
Day 00 Prep. work	Jan. 28	April 08	Oct 07	8:30 AM to 12:00 (MST-Edmonton time)	<u>Introduction to PMI and the PMP exam</u> <ol style="list-style-type: none"> <li>1. Introduction to PMI</li> <li>2. PMP certification</li> <li>3. Code of Ethics</li> <li>4. Planning your most important project</li> </ol>
				3.00 PM-6:30 PM (MST-Edmonton time)	<u>PMP Exam Preparation</u> <ol style="list-style-type: none"> <li>1. How to complete the PMP Exam application form</li> <li>2. How to study and get ready</li> <li>3. Types of exam questions</li> <li>4. How to prepare for the exam</li> <li>5. How to answer MCQ</li> <li>6. How to answer other types of questions</li> </ol>
Day 01	Feb. 11	April 22	Oct 21	8:30 AM to 12:00 (MST-Edmonton time)	<u>Creating a high performing team by</u> <ol style="list-style-type: none"> <li>A. Build a Team</li> <li>B. Define Team Ground Rules</li> <li>C. Negotiate Project Agreements</li> <li>D. Empower Team Members and Stakeholders</li> </ol>
				3.00 PM-6:30 PM (MST-Edmonton time)	<u>Creating a high performing team by</u> <ol style="list-style-type: none"> <li>E. Train Team Members and Stakeholders</li> <li>F. Engage and Support Virtual Teams</li> <li>G. E. Build a Shared Understanding about a Project</li> </ol>
Day 02	Feb. 25	May 13	Nov. 04	8:30 AM to 12:00 (MST-Edmonton time)	<u>Starting the Project(A)</u> <ol style="list-style-type: none"> <li>A. Determine appropriate project methodology, methods and practices</li> <li>B. Plan and manage scope</li> </ol>
				3.00 PM-6:30 PM (MST-Edmonton time)	<u>Starting the Project (B)</u> <ol style="list-style-type: none"> <li>C. Plan and manage schedule</li> <li>D. Plan and manage budget and resources</li> </ol>

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Day 03	Mar. 11	May 27	Nov. 18	8:30 AM to 12:00 (MST-Edmonton time)	<u>Doing the work (A)</u> A. Assess and manage risk B. Execute project to deliver business value C. Manage communication Engage stakeholders
				3.00 PM-6:30 PM (MST-Edmonton time)	<u>Doing the work (B)</u> A. Create project artifacts B. Manage project changes C. Manage project issues Ensure knowledge transfer to project continuity
Day 04	Mar 25	June 10	Dec. 02	8:30 AM to 12:00 (MST-Edmonton time)	<u>Keeping the team on track (A)</u> A. lead a team B. Support team performance Address and remove impediments, obstacles and Blockers
				3.00 PM-6:30 PM (MST-Edmonton time)	<u>Keeping the team on track (B)</u> A. Manage conflict B. Collaborate with stakeholders C. Mentor relevant stakeholders Apply emotional intelligence to promote team performance
Day 05	April 01	June 24	Dec. 16	8:30 AM to 12:00 (MST-Edmonton time)	<u>Starting the Project (C)</u> E. Plan and manage quality of product and deliverables F. integrate project planning activities G. plan and manage procurement H. establish project governance structure plan and manage project phase closure
				3.00 PM-6:30 PM (MST-Edmonton time)	<u>Keeping the Business in mind</u> A. Manage compliance requirement B. Evaluate and deliver project benefits and value C. Evaluate and address internal and external business D. Support organizational change E. Employ continuous process improvement

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## **Short schedule**

	<b>Day</b>	<b>Cohort I</b>	<b>Cohort II</b>	<b>Cohort III</b>
1	Saturday	Jan 28	April 08	Oct 07
2	Saturday	Feb. 11	April 22	Oct 21
3	Saturday	Feb. 25	May 13	Nov 04
4	Saturday	March 11	May 27	Nov.18
5	Saturday	March 25	June 10	Dec.02
6	Saturday	April 01	June 24	Dec. 16