

# **Certified Associate in Project Management (CAPM)**

**Modality:** On Demand

**Duration:** 14 Hours

***This course prepares you for the CAPM Exam leading to CAPM Certification. This course does not include the **Official Exam Voucher**, however, you can request to purchase the Official Exam Voucher separately.***

## **About this course:**

This training series covers the functions and features of Certified Associate in Project Management (CAPM)® to prepare you for your certification exam. Students will learn about the basics of project management and professional responsibility. They will also learn about the different specific areas of project management. These include integration, scope, time, cost, quality, human resource, communications, risk, procurement, and stakeholder.

This certification can lead to Project Management jobs across all different fields, including, but not limited to, IT, Sports, Biotech, Engineering, Manufacturing, Advertising, Healthcare, and Insurance.

The average salary for a Certified Associate in Project Management is **\$118,500** per year.

## **Course Objectives:**

After completing this course, students will be able to:

- To discuss the PMBOK Guide 5th edition with confidence
- Explain the project management processes
- Discuss the project management knowledge areas
- Demonstrate the formulas, charts, and theories of project management
- Calculate float for complex project network diagrams
- Apply the formulas for earned value management
- Compare and contrast processes, knowledge areas, theories, and project management best practices

## **Audience:**

This course is intended for:

- Project managers who need 23 contact hours to qualify for the CAPM examination
- Project managers who want to pass their CAPM exam on the first try
- This course is NOT for new project managers.

## **Prerequisites:**

- Students should already know the fundamentals of project management.
- They should be dedicated to completing this course and have a deep desire to pass the CAPM exam.

## **Course Outline:**

- Course Introduction
- Chapter 1: Introduction to CAPM
- Chapter 2: Foundational Concepts
- Chapter 3: Project Environment
- Chapter 4: The Role of the Project Manager
- Chapter 5: Project Integration
- Chapter 6: Project Scope Management
- Chapter 7: Schedule Management
- Chapter 8: Cost Management
- Chapter 9: Project Quality Management
- Chapter 10: Project Resource Management
- Chapter 11: Project Communications Management
- Chapter 12: Project Risk Management
- Chapter 13: Project Procurement Management
- Chapter 14: Project Stakeholder Management
- Course Summary