



## **CERTIFIED ASSOCIATE IN PROJECT MANAGEMENT CAPM® - CERTIFICATION TRAINING**

Accelerate your career with a globally recognized and in demand Project Management certification that takes your career on the path of growth and success.

## Benefits of CAPM® Certification

- Globally recognized and in-demand worldwide
- Adds project management skills into your current role
- Advances your career to greater heights with a globally recognized Project Management certification
- Differentiates you from your peers in the job market with a CAPM certification
- Enhances your credibility and effectiveness working on projects or with project teams.
- Makes you stand out to employers and enhances your career growth prospects
- Enables you to manage larger projects and gain more responsibility



## Key Features

- 4-day full-time intensive CAPM BootCamp
- Comprehensive CAPM Exam Prep Class
- CAPM classroom workshop conducted by an expert instructor
- 2000+ CAPM exam prep practice questions
- 5 full-length CAPM practice exams
- Complimentary access to CAPM E-learning
- CAPM® Program Handbook based on PMBOK® Guide - 6th Edition
- 23 Contact Hours Certificate
- Help with CAPM Exam Application Process
- Interactive CAPM training workshop - Weekend and Weekday
- Chapter-wise practice questions
- Instructor-led Live Online Training also available on demand



## Modes of Engagement



### **Instructor-Led Classroom Training**

4-Day CAPM Certification exam prep classroom training workshops conducted worldwide.



### **Instructor-Led Live Online Training**

Provided to your company's employees across global locations through Citrix GoToMeeting or Cisco WebEx.



### **Self-Paced E-Learning**

Anywhere, anytime access to E-Learning through a Learning Management System for employees across the globe.



### **Enterprise Training**

In-House instructor-led 4-day CAPM certification training in your office across global locations.

# **CAPM® Course Agenda**

## **Aligned with PMBOK® Guide – Sixth Edition**

### **Introduction**

- What is a Project?
- Comparison between Project and Operation
- What is Project Management and Project Environment?
- Project, Program and Portfolio Management

### **The Environment in which Projects Operate**

- Overview
- Enterprise Environmental Factors - Internal & External
- Organization Process Assets
- Organizational Systems

### **The Role Of The Project Manager**

- Definition Of Project Manager
- Project Manager Sphere of Influence
- Project Manager Competencies
- Performing Integration

### **Project Integration Management**

- Develop Project Charter
- Develop Project Management Plan
- Direct and Manage Project Work
- Manage Project Knowledge
- Monitor and Control Project Work
- Perform Integrated Change Control
- Close Project or Phase

## **Project Scope Management**

- Plan Scope Management
- Collect Requirements
- Define Scope
- Create WBS
- Validate Scope
- Control Scope

## **Project Schedule Management**

- Plan Schedule Management
- Define Activities
- Sequence Activities
- Estimate Activity Duration
- Develop Schedule
- Control Schedule

## **Project Quality Management**

- Plan Quality Management
- Manage Quality
- Control Quality

## **Project Resource Management**

- Plan Resource Management
- Estimate Activity Resources
- Acquire Resources
- Develop Team
- Manage Team
- Control Resources

## **Project Communications Management**

- Plan Communication Management
- Manage Communications
- Monitor Communications

## **Project Risk Management**

- Plan Risk Management
- Identify Risks
- Perform Qualitative Risk Analysis
- Perform Quantitative Risk Analysis
- Plan Risk Responses
- Implement Risks Responses
- Monitor Risks

## **Project Procurement Management**

- Plan Procurement Management
- Conduct Procurement
- Control Procurement

## **Project Stakeholder Management**

- Identify Stakeholders
- Plan Stakeholder Engagement
- Manage Stakeholder Engagement
- Monitor Stakeholder Engagement

## **Professional and Social Responsibility**

- PMI Code Of Conduct
- Applicability of Code Of Conduct

## CAPM® Eligibility Requirements

Educational Background	AND	Project Experience
Secondary diploma (high school diploma/global equivalent)		

OR

Educational Background	AND	Project Experience
Secondary diploma (high school diploma/global equivalent)		

Source: PMI® CAPM® Certification Handbook

## CAPM® Certification Fees

**PMI® Membership - US\$129/year - Plus one time \$10 application fee**

Exam Administration Type	PMI Member Status	US Dollars	Euros
Online proctored test Center-based test Paper-based test	Member	\$225	€185
Online proctored test Center-based test Paper-based test	Nonmember	\$300	€250
Reexamination (all types)	Member	\$150	€125
Reexamination (all types)	Nonmember	\$200	€170

Source: PMI® CAPM® Certification Handbook



## CAPM® Examination Information

No. of Scored Questions	No. of Pretest (Unscored) Questions	Total Examination Questions
135	15	150

Source: PMI® CAPM® Certification Handbook

## CAPM® Exam Format

CAPM Exam Blueprint	
PMBOK® Guide – Sixth Edition - Chapter No.	Percentage of Questions
1	6%
2	6%
3	7%
4	9%
5	9%
6	9%
7	8%
8	7%
9	8%
10	10%
11	8%
12	4%
13	9%
<b>TOTAL</b>	<b>100%</b>

Source: PMI® CAPM® Certification Handbook

## CAPM® Target Audience

- Entry-level professionals in project management.
- Professionals who do not have any project management experience.

# Certified Associate in Project Management (CAPM®) Annual Average Salary by Job - United States

Job	Average	Min	Max
Project Manager	\$66,775	\$46K	\$98K
Project Manager, Information Technology (IT)	\$71,182	\$50K	\$107K
Project Coordinator	\$53,430	\$37K	\$77K
Project Coordinator, Information Technology (IT)	\$54,330	\$39K	\$77K
Business Analyst, IT	\$61,508	\$43K	\$82K
Project Manager, Engineering	\$73,668	\$51K	\$127K
Project Manager, Operations	\$68,071	\$49K	\$109K

Source: www.Payscale.com - Currency: USD - Updated: 20 Jul 2019

## About iCert Global

We are an Education Technology company providing certification training courses to accelerate careers of working professionals worldwide. We impart training through instructor-led classroom workshops, instructor-led live virtual training sessions, and self-paced e-learning courses.

We have successfully conducted training sessions in 108 countries across the globe and enabled thousands of working professionals to enhance the scope of their careers.

Our enterprise training portfolio includes in-demand and globally recognized certification training courses in Project Management, Quality Management, Business Analysis, IT Service Management, Agile and Scrum, Cyber Security, Data Science, and Emerging Technologies. Download our [Enterprise Training Catalog here](#).

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