301-258-8200 | Sales@PhoenixTS.com | www.PhoenixTS.com

View Full Course Details including Latest Schedule Online

PROJECT MANAGEMENT INSTITUTE (PMI)

CAPM (Certified Associate in Project Management)

The CAPM certification verifies a project manager or project team member's knowledge in project management concepts, fundamentals and best practices for starting their career.

BONUS! Cyber Phoenix Subscription Included: All Phoenix TS students receive complimentary ninety (90) day access to the Cyber Phoenix learning platform, which hosts hundreds of expert asynchronous training courses in Cybersecurity, IT, Soft Skills, and Management and more!

Course Overview

Our 5-day, instructor-led Certified Associate in Project Management (CAPM) Certification Training course is intended for project managers early in their career. It will provide core skills such as how to:

- Initiate & manage a project
- Estimate a timeline & develop a schedule
- Organize human resources
- Integrate workflow
- Analyze cost
- Measure quality
- Identify the processes of project management

This course will fully prepare you for the CAPM® Certification exam. There are no prerequisites for this course.

**PMP, PMI, Project Management Professional,Project Management Professional (PMP), CAPM, Certified Associate in Project Management (CAPM) and its logos are registered marks of the Project Management Institute.*

10420 Little Patuxent Parkway Suite 500 Columbia, MD 21044

Schedule

DATE	LOCATION	
5/20/24 - 5/24/24 (5 days)	Open	Contact Us
5/20/24 - 5/24/24 (5 days)	Columbia, MD Open	Contact Us
12/02/24 - 12/06/24 (5 days)	Open	Contact Us
12/02/24 - 12/06/24 (5 days)	Live Online Open	Contact Us

Program Level

Advanced

Training Delivery Methods

Group Live

Duration

5 Days / 32 hours Training

CPE credits

26 NASBA CPE Credits

Field of Study

Information Technology

Advanced Prep

N/A

Course Registration

Candidates can choose to register for the course by via any of the below methods:

- Email: Sales@phoenixts.com
- Phone: 301-582-8200
- Website: www.phoenixts.com

Upon registration completion candidates are sent an automated course registration email that includes attachments with specific information on the class and location as well as pre-course study and test preparation material approved by the course vendor. The text of the email contains a registration confirmation as well as the location, date, time and contact person of the class.

Online enrolment closes three days before course start date.

On the first day of class, candidates are provided with instructions to register with the exam provider before the exam date.

Complaint Resolution Policy

To view our complete Complaint Resolution Policy policy please click here: Complaint Resolution Policy

Refunds and Cancellations

To view our complete Refund and Cancellation policy please click here: Refund and Cancellation Policy

Course Outline

Managing a Project

- Project life cycle
- Project stakeholders

Project Integration Management

- Project charter
- Project management plan
- Project plan
- Project work

- Closing the project

Managing the Project Scope

- Plan the project scope
- Collect the project requirements
- Define the project scope
- Creating the work breakdown structure
- Validating the project scope

Managing Project Time

- Planning schedule management
- Defining the project activities
- Sequencing the proper activities
- Estimating the project resources
- Estimating activity durations
- Developing the project schedule
- Considering the outputs of schedule development
- Controlling the project schedule

Managing Project Cost

- Planning for project cost management
- Determining the project costs
- Budgeting the project
- Controlling project costs
- Using earned value management

Managing Project Quality

- Planning for quality
- Performing quality assurance
- Performing quality control

Managing Project Human Resources

- Planning for human resources

- Acquiring the project team
- Developing the project team
- Managing the project team
- Relating to organizational theories

Managing Project Communications

- Examining the communication foundation
- Planning for communication
- Managing project communication
- Controlling communication

Managing Project Risks

- Planning for risk management
- Identifying project risks
- Using qualitative risk analysis
- Preparing for quantitative risk analysis
- Planning for risk responses
- Monitoring and controlling project risks

Managing Project Procurement

- Planning for procurement
- Conducting procurement
- Selecting a seller
- Controlling project procurement
- Performing contract closure

Managing Project Stakeholders

- Identifying project stakeholders
- Planning stakeholder management
- Managing stakeholder engagement

Passing the CAPM Exam

- Learning the code of ethics

- Serving responsibly as a project manager
- Adhering to the respect value

Being a Fair Project Manager

Exam Information

CAPM Certification Exam Details:

- Questions: 150
- This exam is Pass/Fail. Candidates must receive at least a 65% to pass.There is no score given.
- Duration of Test: 3 Hours
- Format of Test: Multiple Choice
- Delivery of Test: The exam is offered on the computer and is taken through the vast global network of Prometric testing centers.

CAPM Certification Training FAQs

Who should earn the CAPM certification?

Project Managers and Project Team members in the early stages of their career.

What is the average salary for someone with a CAPM Certification?

According to payscale.com, a professional with the CAPM certification earns an average of $66,000 annually.

Does the CAPM Certification expire?

CAPM certification holders need to renew their certification every 5 years but they do not need to earn professional development units in between renewal periods to maintain their certification.

Is the CAPM Certification worth it?

If you are just starting out your project management career or you aspire to earn a role as a project manager, CAPM is a great starting point. It is also a great starting point for professionals who do not meet the project management hours required by the PMP certification.

If you have already been working as a project manager, then skipping straight to the PMP Certification Training course may be a better move for you.

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Phoenix TS is registered with the National Association of State Boards of Accountancy (NASBA) as a sponsor of continuing professional education on the National Registry of CPE Sponsors. State boards of accountancy have final authority on the acceptance of individual courses for CPE credit. Complaints re-garding registered sponsors may be submitted to the National Registry of CPE Sponsors through its web site: www.nasbaregistry.org

Starting at **$2,175**

ATTENTION

For GSA pricing or Contractor quotes call 301-258-8200 – Option 2.

GSA

Price Match Guarantee

We'll match any competitor's price quote. Call us at 240-667-7757.

This **CAPM Certification Training** course includes:

- 5 days of instructor-led training
- CAPM Certification Training book
- CAPM course retake guarantee
- Notepad, pen and highlighter
- Variety of bagels, fruits, doughnuts and cereal available at the start of class*
- Tea, coffee and soda available throughout the day*
- Freshly baked cookies every afternoon*

**denotes this benefit is only available at participating locations.*