



Dear Students,

Welcome to the September Project Management Institute / Great Lakes Chapter (PMI/GLC) PMP Exam Review course. The first day of class is September 7th, 2019, 7:30 am - 5:00 pm. The class is located on the Lawrence Technological University, 21000 West Ten Mile Road, Southfield, MI, <https://www.ltu.edu/map/>. The course will be held in the Wayne H. Buell Management building (near the Lodge Fwy service drive), room M311.

Textbook:

The course textbook has been shipped directly to the address supplied during registration.

Pre-Work:

The first three chapters in Joseph Philips's text, CAPM/PMP Project Management Certification (4th Edition) are overview chapters, as they are in the PMBOK. Upon receiving your book, please read through the first three chapters. To be ready for Day 1, we ask that do the end of chapter exercises (Chapters 1 – 3). Topics in these chapters include the exam qualification requirements, overview of projects programs and portfolios and basic structure of the PMBOK. We will start Day1 with a short quiz on the reading assignment. Completion of the pre-work fulfills 3 hours of training, and the 4 days of training fulfill the remaining 32 hours of training (for a total of 35 hours).

The material you will want to bring to class includes:

- PMBOK - for reference to PMI project management knowledge areas
- Textbook – for reference and work through questions
- Pen, pencil, highlighter, notepad - to take notes, mark sections of the text
- Index cards - to write notes for flash cards to assist with practice after the class
- PC - the textbook includes a CD that will be used in class for completing course practice material and recording quiz outcome

Lunch:

Bring a lunch, snack, or beverage for the day. There are no cafeteria services available. A beverage vending machine is available. Lunch is planned for 30 minutes.

A classroom coordinator will be available to assist with questions and logistics. You may also contact Carmen Mancini at director.certifications@pmiglc.net . Please provide a telephone number and the best time to reach you if a follow-up phone call is required.



Day	Session	Lead Instructor
Day 1 September 7, 2019	Chapter 1-3 Preparing for the Exam Managing a Project in Different Environments Working as a Project Manager	Dennis Calopisis
	Managing Project Integration - Chapter 4	
	Managing Project Scope - Chapter 5	
Day 2 September 14, 2019	Managing Project Schedule - Chapter 6	Ann Skinner
	Managing Project Costs - Chapter 7	
	Managing Project Quality - Chapter 8	
Day 3 September 21, 2019	Managing Project Resources - Chapter 9	Ann Skinner
	Managing Project Communications - Chapter 10	
	Managing Project Risks - Chapter 11	
Day 4 September 28, 2019	Managing Project Procurement - Chapter 12	Ann Skinner
	Managing Project Stakeholders - Chapter 13	
	Understanding the Code of Ethics and Professional Conduct - Chapter 14	
Day 4	Closeout and Final Exam (will need a windows computer to access CD from course book)	