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

![AR Learners logo]

Key Features

➢ Exam Simulators

➢ 23 PDUs offered

➢ Hand book course Material

➢ 24x7 assistance and support

➢ Peoplecert approved course content

➢ MONEY BACK GUARANTEE*

Modes of Engagement

AR Learners

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 Go To Meeting or Cisco WebEx.

Self-Placed 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 – 6th 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 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

Project Risk Management

➤ Plan Risk Management

➤ Identify Risks

➤ Perform Qualitative Risk Analysis

➤ Perform Quantitative Risk Analysis

➤ Plan Risk Responses

➤ Implement Risks Responses

➤ Monitor Risks

CAPM® Eligibility Requirements

Educational Background		Project Experience
Secondary diploma (high school diploma/global equivalent)	**AND**	1,500 hours of professional experience on a project team

OR

Educational Background		project Experience
Secondary diploma (high school diploma/global equivalent)	**AND**	23 contact hours of formal ucation

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	€175

CAPM® Examination Information

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

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%
TOTAL	100%

CAPM® Target Audience

➢ Entry-level professionals in project management.

➢ Professionals who do not have any project management experience.

About AR Learners

➢ AR Learners is a leading training provider, helping professionals across industries and sectors develop new expertise and bridge their skill gap for recognition and growth in the global corporate world. Developed with the intention of delivering high value training through innovative and practical approaches, AR Learners offers a wide range of services in training, learning and development in the fields of technology and management.

➢ The founders of the company are zealous young entrepreneurs, who were motivated by the need to fill a niche in the IT Training industry for professionals and they are aided in their goal by industry experts who conduct the workshops; igniting minds and motivating professionals to face on-the-job challenges

➢ AR Learners is an professional certification training provider catering its services globally across countries including USA , UK, CANADA, Australia, ,India, Middle East, Netherlands, Germany, France etc.

➢ With over 150 consultants and trainers, we have one of the largest pool of in-house experts in the industry. The training content, course material, and training methodology are developed by in-house subject matter experts and accredited by global certifying authorities to ensure the quality training experience.

AR Learners

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10685-B, Hazlehurst, #24048

Houston, TX 77043, USA

USA : **+1 (713) 287 1250**

IND : **+91 789 911 5086**

info@arlearners.com

corporate@arlearners.com