



CAPM Study Guide

1. Introduction to Project Management

- Five Project Management Process Groups: Initiating, Planning, Executing, Monitoring and Controlling, and Closing.
- Project, Program, Portfolio, and Operational Management: Projects are temporary and unique, programs are groups of related projects, portfolios are collections of projects and programs, and operational management involves the ongoing execution of activities that produce the same product or service.
- Project Lifecycle: Conception, Definition, Planning, Performance, and Closure.
- Tailoring: Selecting and adapting the project's processes, methodologies, inputs, outputs, etc., to best suit the project's unique context.

2. Project Environment

- Factors and assets impacting the project: Environmental factors might include legal regulations, market conditions, and social and cultural influences. Organizational assets might include process assets and knowledge repositories.
- Organizational Systems: Includes functional, matrix, and project-oriented structures.
- Project Management Office (PMO): Standardizes project-related governance processes and facilitates sharing of resources, methodologies, tools, and techniques.
- Hierarchy of projects, programs, and portfolios: Projects are part of programs, which are part of portfolios.

3. Role of the Project Manager

- Primary Functions: Planning, executing, and closing projects, managing teams, making decisions, and communicating.

Capm Study Guide

Darcy West

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Project Management Workbook and PMP / CAPM Exam Study Guide Harold Kerzner, Frank P. Saladiis, 2017-04-12

Sharpen your project management skills and prepare for the latest PMP CAPM exam. The Project Management Workbook and PMP CAPM Exam Study Guide is a two in one resource for mastering the Project Management Body of Knowledge PMBOK. As the companion to Project Management A Systems Approach to Planning, Scheduling and Controlling this book provides the opportunity to strengthen your understanding of project management in real world application with questions, problems and cases designed to enhance your critical thinking skills. Functioning as a stand alone study guide to the Project Management Professional PMP Certification Exam this book helps you develop the critical skills of a successful project manager with questions that show you what to expect on exam day. Interesting, enjoyable and thought provoking this workbook and study guide helps you dig into the PMBOK and gain the professional insights that come only from applying what you've learned. Reading the PMBOK doesn't fully prepare you to pass the PMP exam let alone function as a project manager in the real world. Understanding how to apply the various methodologies is vital to your success and this book gives you a wealth of guided practice to hone your skills in advance. Practice applying project management concepts. Test your grasp of the PMBOK methodology. Preview the PMP with simulated exam questions. Enhance your critical thinking and project management skills. The project manager's role is broad in scope and detailed in function. Don't try to memorize the PMBOK, internalize it. This approach gives you a ready body of knowledge available for recall as needed and helps you become a more efficient, more effective project manager. Instinctive knowledge comes from copious practice and the Project Management Workbook and PMP CAPM Exam Study Guide is your ideal resource for developing your skills. PMI, PMBOK, CAPM, PMP and Project Management Professional are registered marks of the Project Management Institute Inc.

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Is For Project management practitioners preparing for the CAPM exam entry level project managers and project team members preparing for the CAPM exam beginners who want to join the field of project management and get up to speed quickly project managers who need a quick and easy reference to the discipline of project management instructors and trainers who need a textbook for a course on project management **CAPM Certified Associate in Project Management**

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Belinda Goodrich, 2018-12-15 The most comprehensive resource to prepare for the 2018 update to the Certified Associate in Project Management CAPM exam Based on Belinda Goodrich's comprehensive educational program for the Certified Associate in Project Management CAPM exam preparation the CAPM Exam Prep Study Guide is the only all in one program on the market that leverages the power of real time feedback and robust analytics on the CAPM exam Using data captured from 100s of students and instructors Belinda provides an intuitive format to learning the detailed concepts of the CAPM Exam 6th Edition Using a straight forward and real world approach the incredibly robust CAPM Exam Prep Study Guide includes a deep dive of the 49 PMBOK R Guide processes vocabulary and concepts to ensure maximum readiness for the exam Since 2008 Belinda has been guiding project managers to exam success through her innovative classroom programs Her courseware is in use by training companies around the world Using that formula for success Belinda has now packaged that information up in this self study book The CAPM Exam Study Guide includes Detailed information on all 49 processes Belinda's exclusive exam hints In text exercises to validate content comprehension Extensive vocabulary reviews Review questions for each chapter Four 75 question practice exams A full length mock 150 question exam FREE 90 day access to PM University online mock exams

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S. Hasnain Rizvi, 2016-08-11 Truth 1 This book will make you conquer the CAPM certification exam Truth 2 Rizvi's CAPM Exam Prep Guide is a no nonsense detailed approach to retain knowledge you gain and pass the CAPM exam on the first try Truth 3 This book will lead you through The PMBOK Guide 5th Ed with ease picking up on the key elements of project management Truth 4 This study guide simplifies the complicated terms definitions and concepts that are critical to passing the exam Truth 5 Inside you will find Project Management Fundamentals Chapters dedicated to each of the Knowledge Areas Clearly identified areas to focus on for the exam Sample questions to test key knowledge after each section Truth 6 You need to get Rizvi's CAPM Exam Prep Guide now

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