

Course Overview - CAPM® Certification Training

The CAPM® Certification Training Program is a comprehensive course designed to equip participants with the knowledge and skills required to pass the Certified Associate in Project Management (CAPM®) certification exam. This training program covers the fundamental concepts of project management, with a focus on business analysis techniques and Agile methodologies. Participants will learn the core principles and practices of project management, enhance their business analysis skills, and gain an understanding of Agile project management approaches.

Course Content:

Module 1: Introduction to Project Management

- Project management overview
- Role of the project manager
- Project management processes
- Project life cycle

Module 2: Project Integration Management

- Develop project charter
- Develop project management plan
- Direct and manage project work
- Monitor and control project work
- Perform integrated change control
- Close project or phase

Module 3: Project Scope Management

- Plan scope management
- Collect requirements
- Define scope
- Create WBS
- Validate scope
- Control scope

Module 4: Project Schedule Management

- Plan schedule management
- Define activities
- Sequence activities
- Estimate activity durations
- Develop schedule
- Control schedule

Module 5: Project Cost Management

- Plan cost management
- Estimate costs
- Determine budget
- Control costs

Module 6: Project Quality Management

- Plan quality management

- Perform quality assurance
- Control quality

Module 7: Project Resource Management

- Plan resource management
- Estimate activity resources
- Acquire resources
- Develop team
- Manage team

Module 8: Project Communication Management

- Plan communications management
- Manage communications
- Control communications

Module 9: Project Risk Management

- Plan risk management
- Identify risks
- Perform qualitative risk analysis
- Perform quantitative risk analysis
- Plan risk responses
- Monitor and control risks

Module 10: Project Procurement Management

- Plan procurement management
- Conduct procurements
- Control procurements
- Close procurements

Module 11: Project Stakeholder Management

- Identify stakeholders
- Plan stakeholder engagement
- Manage stakeholder engagement
- Control stakeholder engagement

Module 12: Business Analysis in Project Management

- Introduction to business analysis
- Requirements elicitation and analysis
- Stakeholder management in business analysis
- Business analysis planning and monitoring

Module 13: Agile Project Management

- Introduction to Agile methodologies
- Agile project management frameworks (Scrum, Kanban)
- Agile integration with traditional project management

Module 14: CAPM® Exam Preparation

- CAPM® exam structure and format
- Test-taking strategies and tips
- Practice questions and quizzes

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- Mock exams to simulate the CAPM® certification exam