APPLIED TECHNOLOGY ACADEMY

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AppliedTechnologyAcademy.com

PMI Certified Associate in Project Management (CAPM) Training

PMI Authorized Training · Applied Technology Academy

Join us for our Authorized Project Management Institute CAPM training. The CAPM certification is an essential first step in building a career as a project manager. It can also aid you in pursuing many of our major certifications including the gold standard PM certification, the Project Management Professional (PMP).

LEVEL	DURATION	EXPERIENCE	AVERAGE SALARY	LABS
Foundation	**3 Days**	**None (23 hrs PM education required)**	**Varies**	**No**

Course Overview

The CAPM ® shows the world that you possess the foundational knowledge and skills that project teams demand. It proves that you're ready to take on a wide range of projects too—with ways of working that include predictive project management, agile principles and business analysis. Earning your CAPM equips you with all you need to start a career in project management.

- Course Objectives
- Improved employee skills and qualifications
- Better utilization of tools and techniques
- A common project management language to improve communication
- Frameworks to identify, manage, and mitigate risk
- Immediate applicability to ongoing projects
- Complete understanding of how to take the CAPM exam

Course Outline

- **Lesson 1: Project Management Fundamentals and Core Concepts**
  - CAPM® Exam Details
  - Project Management Fundamentals and Core Concepts
  - Demonstrate an understanding of the various project life cycles and processes.
  - Demonstrate an understanding of project management planning.
  - Demonstrate an understanding of project roles and responsibilities.
  - Determine how to follow and execute planned strategies or frameworks (e.g., communication, risks, etc.).
  - Practice Questions

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- **Lesson 2: Predictive, Plan-Based Methodologies**
  - Explain when it is appropriate to use a predictive, plan-based approach.
  - Demonstrate an understanding of a project management plan schedule.
  - Determine how to document project controls of predictive, plan-based projects.
  - Practice Questions
- **Lesson 3: Agile Frameworks/Methodologies**
  - Explain when it is appropriate to use an adaptive approach.
  - Determine how to plan project iterations.
  - Determine how to document project controls for an adaptive project.
  - Explain the components of an adaptive plan.
  - Determine how to prepare and execute task management steps.
  - Practice Questions
- **Lesson 4: Business Analysis Frameworks**
  - Demonstrate an understanding of business analysis (BA) roles and responsibilities.
  - Determine how to conduct stakeholder communication.
  - Determine how to gather requirements.
  - Demonstrate an understanding of product roadmaps.
  - Determine how project methodologies
  - influence business analysis processes.
  - Validate requirements through product delivery.
  - Practice Questions

Intended Audience

All entry level project practitioners or recent graduates who aim to be project managers and would like to distinguish themselves in an increasingly competitive job market. Active project managers who would like to eventually pursue their PMP credential but lack the necessary 3+ years of work experience. Anyone who would like to learn the fundamentals and terminology of project management.

Prerequisites

To apply for CAPM certification, you must have one of the following:

- A secondary-level diploma (high school or equivalent) and at least 1,500 hours of project management experience
- Twenty-three hours of project management education by the time you sit for the exam

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Follow-On Courses

- PMI Project Management Professional (PMP)
- PMI Agile Certified Practitioner (ACP)

Ready to enroll? Call 800.674.3550 or email Info@AppliedTechAc.com — private team cohorts, GSA MAS purchasing, military credentialing funding, VA GI Bill and VR&E and student financing available.