

## Project Management Certification Course: PMP® Boot Camp

**Date : 21 – 24 November 2018 (Wed – Sat)**

**Time : 8.30am – 6.30pm**

**Venue : Auditorium, Ultimate Professional Centre, Kuching**

**32 CPD/PDP**  
(BEM Approved Hours)  
Ref. No.: IEM17/SWAK/282/C

### BACKGROUND

Beyond academic credentials, certification by the Project Management Institute (PMI®) as a Project Management Professional (PMP®) indicates that you've mastered essential project management skills and knowledge. This course is based primarily on the latest PMI® "A Guide to the Project Management Body of Knowledge, Sixth Edition", (PMBOK® Guide) standards that covers the five project management processes and ten knowledge areas. The 5-day boot camp is a comprehensive course that is designed to prepare candidates to pass the PMP® exam at first attempt.

### OBJECTIVES

The objectives of this class is to prepare you for the PMP® examination and provide guidance on how to tackle exam questions and reduce your study time by focusing only on relevant exam topics. The training includes sharing exam-taking experience from PMP® certified instructors and going through typical exam questions and answers. This improves your chances of passing the grueling PMP® exam on your first try. You'll find out exactly what components of your project management background will be tested so you know where to focus your attention on during preparation. Learn from the project management experts on how to make the most out of your limited study time.

### BENEFITS OF PMP CREDENTIAL

- PMP® is the most respected and internationally recognized credential for certified professional project managers.
- Use PMP® credential after your name after you passed the exam; demonstrate solid foundation on project management knowledge and experience.
- PMP® credential holders are generally getting higher remuneration package than non-credential peers. It provides competitive edge in enhancing your career and promotion prospects.

### OUTLINE OF PROGRAMME

Please refer to following page

<p>(1) Introduction PMI® PMP®                  PMI® and PMP® examination                  Examination format                  Techniques on answering examination questions                  Training methodology                  Learning processes</p> <p>(2) Project Management Framework                  Project and project management definition                  Portfolio, program and project management                  The role of the project manager                  Enterprise environmental factors                  Project and product life cycle                  Project phases                  Project stakeholders                  Organization structures                  Organizational process assets</p> <p>(3) Project Management Process Groups                  Initiating processes                  Planning processes                  Controlling processes                  Executing processes</p>	<p>(7) Project Cost Management                  Plan cost management                  Estimate costs                  Determine budget                  Control costs                  Earned value analysis</p> <p>(8) Project Quality Management                  Plan quality management                  Manage quality                  Control quality</p> <p>(9) Project Resource Management                  Plan resource management                  Estimate activity resources                  Acquire resources                  Develop team                  Manage team                  Control resources</p> <p>(10) Project Communications Management                  Plan communications management                  Manage communications</p>
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<p>Closing processes</p> <p>(4) Project Integration Management          Develop project charter          Develop project management plan          Direct and manage project work          Manage project knowledge          Monitor and control project work          Performed integrated change control          Close project or phase</p> <p>(5) Project Scope Management          Plan scope management          Collect requirements          Define scope          Create WBS          Validate scope          Control scope</p> <p>(6) Project Schedule Management          Plan schedule management          Define activities          Sequence activities          Estimate activity durations          Develop schedule          Control schedule</p>	<p>Monitor communications</p> <p>(11) Project Risk Management          Plan risk management          Identify risks          Perform qualitative risk analysis          Perform quantitative risk analysis          Plan risk responses          Implement risk responses          Monitor risks</p> <p>(12) Project Procurement Management          Plan procurement management          Conduct procurements          Control procurements          Procurement management process calculations</p> <p>(13) Project Stakeholder Management          Identify stakeholders          Plan stakeholder engagement          Manage stakeholder engagement          Monitor stakeholder engagement</p> <p>(14) Professional Responsibility          PMI® code of ethics &amp; professional conducts          Responsibilities to the profession          Responsibilities to the customer &amp; the public          Important professionalism</p>
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A CareerGrowth™ process map is also provided to provide a bird-eye view of all the project management processes. In addition, chapter questions, chapter tests and final tests are included to familiar the participant with the format and style of the PMP® exam questions.

## METHODOLOGY

The course structure is based on PMBOK® Guide from the Project Management Institute, [www.pmi.org](http://www.pmi.org). Chapters are taught through reading and understanding the PMBOK® key points via some unique (interesting and easy to understand) examples and case studies. Various industries examples and case studies are used, as participants expect to see different industries' project situations in the PMP® examination. Knowledge areas questions, chapter test and final test questions and answers are included to simulate the examination process.

## TARGET AUDIENCE

Project Managers, Project Leaders, Project Coordinators, Senior Project Managers, Project Directors, Program Managers, Engineers, Architects, Surveyors, Planners, Designers, Consultants, Contractors, Accountants, ICT Professionals and all the project stakeholders who plan to take the PMP® certification examination.

## DURATION

4 days (8:30am – 6:30pm).

Time	Day 1	Day 2	Day 3	Day 4
8.30am – 9.30am	Introduction	Process Map Exercise	Process Map Exercise	Process Map Exercise
9.30am – 9.45am	Morning Tea Break			
9.45am – 10.00am	PM Framework	Time Mgt	Comm Mgt	Final Test 1
10.00am – 11.00am	PM Framework	Time Mgt	Comm Mgt	Final Test 1
11.00am – 12.00pm	PM Process Map	Cost Mgt	Risk Mgt	Review
12.00pm – 1.00pm	Lunch			
1.00pm - 2.00pm	Integration Mgt	Cost Mgt	Risk Mgt	Review
2.00pm - 3.00pm	Integration Mgt	Quality Mgt	Procurement Mgt	Final Test 2
4.00pm – 4.30pm	Scope Mgt	Quality Mgt	Procurement Mgt	Final Test 2

4.30pm - 4.45pm	Afternoon Tea Break			
4.45pm - 5.00pm	Scope Mgt	HR Mgt	Professional Resp	Review & Exam Readiness
5.00pm - 6.30pm	Time Mgt	HR Mgt	Professional Resp	Review & Exam Readines
	Homework**	Homework**	Homework**	Ready for Exam
*15 minutes for morning and afternoon breaks & 1 hour for lunch break. ***1 hour homework & 1 hour revision for day 1 & 3.				

## PRE-REQUISITE

To earn PMI's PMP® credential, you must be at least a diploma holder, had some years of Project Management experience (diploma holder >5 years; degree holder >3 years), attended some Project Management trainings (>35 hours) [also refer to [www.pmi.org](http://www.pmi.org)], demonstrate the required "long-term commitment" to project management professionalism.

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## SPEAKER BIODATA



### Ir. Dr. Mui Kai Yin

*PhD, MSc, BEng (Hons), PEng, ASEAN Eng, APEC Eng, IntPE, MIEM, MAFEO, MACPM, CSM, PMP, PKT, PJK*  
Trainer, CAREER GROWTH SDN. BHD.

Immediate Past Chairman of IEM Penang Branch (2016-2018)

Chairman of IEM Penang Branch (2014-2016)

Vice Chairman of IEM Penang Branch (2010-2014)

Committee of IEM Electronic Engineering Technical Division (2009-2018)

Certified Project Management Professional

Dr. Mui graduated from the University of Sunderland, UK with an Honours degree in Bachelor of Engineering (Mechanical Engineering). Thereafter, he continued and completed his postgraduate degree from the University of Warwick, UK with a Master of Science (Advanced Mechanical Engineering). He also holds a Doctor of Philosophy Degree (PhD) in Management from the Atlantic University, USA; with research thesis on Multi-National Corporation Employee Retention - Human Resource Management.

He had more than 20 years of experience on managing various projects in the Electronics, Telecommunication, Automotive and Construction industries, and handled >100 local and global new product launch/projects successfully.

One of the significant project he managed was the design and build of one of the world's largest solar cell manufacturing plant in Malaysia (>MYR 1 billion investment). In this role, he was the overall lead on managing the Engineering, Procurement and Construction Management (EPCM) functions on behalf of the client, and managed >100 team members and stakeholders from diversify cultures. This project received the Institution of Engineers, Malaysia (IEM) excellence award in 2012.

Dr. Mui carries a few credentials with him; he is a certified Project Management Professional (PMP®) with the Project Management Institute (PMI®), USA ([www.pmi.org](http://www.pmi.org)). A licensed Professional Engineer with the Board of Engineers, Malaysia ([www.bem.org.my](http://www.bem.org.my)), and a corporate member of the Institution of Engineers, Malaysia ([www.iem.org.my](http://www.iem.org.my)). He is also a registered ASEAN Engineer and Honorary Member of the ASEAN Federation of Engineering Organization ([www.aer.afeo.org](http://www.aer.afeo.org)). He has been an active member of the institution, involved in organizing various technical activities for the local branch members. He was the chairman of the IEM Penang Branch (2014-2016) and is currently the immediate past chairman of the IEM Penang branch (2016-2018), and also the committee of the IEM Electronic Engineering Technical Division, eETD (2009-2018).

Today, Dr. Mui focusing on providing project management training, coaching and consulting services to the local and oversea clients. He is currently the faculty for the Project Management Professional (PMP®) exam preparation boot camp, helping aspirant Project Managers and Leaders to prepare and pass the PMP® credential exam. To-date, he and his organization trained >1,000 PMP® candidates, and >10,000 project stakeholders

**REGISTRATION FORM**

**Project Management Certification Course: PMP® Boot Camp**  
**21 – 24 November 2018 (Wednesday – Saturday) at Auditorium, UPC, Kuching**

To: Secretariat,  
Career Growth Sdn Bhd  
Tel: 012 – 431 9290 Facsimile: 04 – 8995 145 E-mail: admin@careergrowth.com.my

**FEES**

No.	Category	Normal Rate	Early Bird, 26 Oct 18	Group of 3, 26 Oct 18
1	IEM Member - PMP Boot Camp Only	RM4,150.00	RM3,850.00	RM3,650.00
	IEM Member – PMP Boot Camp + PMP Exam + 1 Year PMI Membership	RM6,430.00	RM6,130.00	RM5,930.00
2	CIDB Member – PMP Boot Camp Only	RM4,200.00	RM3,900.00	RM3,700.00
	CIDB Member – PMP Boot Camp + PMP Exam + 1 Year PMI Membership	RM6,480.00	RM6,180.00	RM5,980.00
3	Non-Member	RM4,250.00	RM3,950.00	RM3,750.00
	Non-Member – PMP Boot Camp + PMP Exam + 1 Year PMI Membership	RM6,530.00	RM6,230.00	RM6,030.00

**(Closing Date: 12 November 2018, Monday)**

I/We wish to register the following person(s) for the Project Management Certification Course: PMP ® Boot Camp

NO.	NAME	HANDPHONE	MEMBER OF	NO.	FEES
1.					
	New IC:				
2.					
	New IC:				
3.					
	New IC:				

Enclosed herewith, a crossed cheque no.: \_\_\_\_\_ for the sum of RM\_\_\_\_\_ issued in favour of **“CAREER GROWTH SDN BHD**. I/We understand that the fee is not refundable for no-show/cancellation after my/our registration (is) is/are accepted but substitution of participant(s) will be allowed. The Organizer reserves the right to cancel, alter or change the programme due to unforeseen circumstances. Every effort will be made to inform the registered participants of any changes. **Two (2) Tea-Breaks and one (1) Lunch will be served.**

Name of Organisation: .....

Address: .....

Tel: ..... Fax: ..... Email: .....

Contact Person: ..... Designation: .....

Signature: ..... Date: .....

**Note:**

- All registration fees must be fully paid prior attending the course.
- All payment should be made payable to **“CAREER GROWTH SDN BHD”, CIMB BANK, Acc No: 8602876312**. Kindly fax/email us your payment slip for direct bank - in and quote our reference when making payment.
- Fee is not refundable for no-show/cancellation once registration is accepted but substitution of participant(s) will be allowed.
- Closing date for registration & payment: 30<sup>th</sup> July 2018 (Monday) not later than 5:00pm or to the first paid thirty-five (35) pax otherwise whichever come first).
- No walk-in or last minute registration will be entertained.