

Project Management Certification Course:

PMP® Boot Camp & Exam

38 PDU

PMI Approved Hours
Course No: CGSBPMP01

34 CPD

BEM Approved Hours
Ref No: IEM20/SWAK/208/C

Date : 20 – 23 October 2020 (Tuesday – Friday)

Time : 8:30am – 6.30pm

Venue : Virtual Live Online via Google Meet

Co-organized by IEM SARAWAK BRANCH and CAREER GROWTH SDN BHD

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 4-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.

- (1) Introduction PMI® PMP®
 - PMI® and PMP® examination
 - Examination format
 - Techniques on answering examination questions
 - Training methodology
 - Learning processes
- (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
- (3) Project Management Process Groups
 - Initiating processes
 - Planning processes
 - Controlling processes
 - Executing processes
 - Closing processes
- (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
- (5) Project Scope Management
 - Plan scope management
 - Collect requirements
 - Define scope
 - Create WBS
 - Validate scope
 - Control scope
- (6) Project Schedule Management
 - Plan schedule management
 - Define activities
 - Sequence activities
 - Estimate activity durations
 - Develop schedule
 - Control schedule

- (7) Project Cost Management
 - Plan cost management
 - Estimate costs
 - Determine budget
 - Control costs
 - Earned value analysis
- (8) Project Quality Management
 - Plan quality management
 - Manage quality
 - Control quality
- (9) Project Resource Management
 - Plan resource management
 - Estimate activity resources
 - Acquire resources
 - Develop team
 - Manage team
 - Control resources
- (10) Project Communications Management
 - Plan communications management
 - Manage communications
 - Monitor communications
- (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
- (12) Project Procurement Management
 - Plan procurement management
 - Conduct procurements
 - Control procurements
 - Procurement management process calculations
- (13) Project Stakeholder Management
 - Identify stakeholders
 - Plan stakeholder engagement
 - Manage stakeholder engagement
 - Monitor stakeholder engagement
- (14) Professional Responsibility
 - PMI® code of ethics & professional conducts
 - Responsibilities to the profession
 - Responsibilities to the customer & the public
 - Important professionalism

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. 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). Additional 1 day PMP® exam at PMI® appointed test center or online.

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], demonstrate the required "long-term commitment" to project management professionalism.

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Training Agenda – Time Table

PMP® Boot Camp: 8:30am to 6:30pm, 4 Days

Time	Day 1	Day 2	Day 3	Day 4
8:30 AM	Intro & Exercise	Process Map Exercise	Process Map Exercise	Process Map Exercise
9:30 AM	Morning Break 9:30am - 9:45am			
9:45 AM	PM Framework	Schedule Mgmt	Comms Mgmt	Professional Resp
11:00 AM	PM Framework	Schedule Mgmt	Comms Mgmt	Final Test 1
12:00 PM	PM Process Map	Cost Mgmt	Risk Mgmt	Final Test 1
1:00 PM	Lunch 12:30pm - 1:30pm			
2:00 PM	Integration Mgmt	Cost Mgmt	Risk Mgmt	Review
3:00 PM	Integration Mgmt	Quality Mgmt	Procurement Mgmt	Final Test 2
4:00 PM	Scope Mgmt	Quality Mgmt	Procurement Mgmt	Final Test 2
4:30 PM	Afternoon Break 4:30pm - 4:45pm			
5:00 PM	Scope Mgmt	Resource Mgmt	Stakeholder Mgmt	Review
6:30 PM	Schedule Mgmt	Resource Mgmt	Stakeholder Mgmt	Q&A Exam Readiness
Evening	Homework	Homework	Homework	Ready for Exam!

* Homework and revision for day 1 to 3.

* Pre-reading required for Professional Responsibility Chapter at day 3.

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INSTRUCTOR BIODATA:

Ir. Dr. Mui Kai Yin *PhD, MSc, BEng (Hons), PEng, ASEAN Eng, APEC Eng, IntPE, ACPE, MIEM, MAFEO, MACPM, CCPM, CTM, CSM, PMP, PKT, PJK*



- Consultant & Project Director of CAREER GROWTH S/B (2018-Now)
- Past Chairman of IEM Penang Branch (2016-2021)
- Chairman of IEM Penang Branch (2014-2016)
- Vice Chairman of IEM Penang Branch (2010-2014)
- Deputy Chairman of IEM Electronic Engineering Technical Division (2020-2021)
- Honorary Secretary cum Treasurer of IEM Electronic Engineering Technical Division (2008-2009 & 2018-2020)
- Committee of IEM Electronic Engineering Technical Division (2008-2021)
- Director-at-Large of Project Management Institute (PMI) Malaysia Chapter Northern Branch (2017-2018)
- Council Member of the Institution of Engineers Malaysia (2019-2022)
- Standing Committee of IEM Admission and Practical Training (2019-2021)
- Standing Committee of IEM Examinations and Qualifications (2019-2021)

Dr. Mui graduated from the University of Sunderland, UK with an Honours Degree in Bachelor of Engineering (BEng Hons in Mechanical Engineering). Thereafter, he continued and completed his postgraduate degree from the University of Warwick, UK with a Master of Science (MSc in 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 23 years of working experience on leading, directing and managing various projects portfolios in the Electronics, Telecommunication, Automotive and Construction industries, professional development, as well as non-for-profit organizations, and led more than >100 local and global new product launch/projects successfully.

One of the significant projects he led and 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 portfolio, he was the Senior Project Manager who led the Engineering, Procurement and Construction Management (EPCM) functions on behalf of the client and managed more than >100 project team members and relevant stakeholders from diversify cultures and background. 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®) and a Certified PMP® Instructor with the Project Management Institute (PMI®), USA (www.pmi.org). A Certified ScrumMaster (CSM®) with the Scrum Alliance, USA (www.scrumalliance.org). A Certified Trainer with the Human Resource Development Fund, Malaysia (www.hrdf.com.my). A Certified Construction Project Manager (CCPM) with the Construction Industry Development Board (www.cidb.gov.my). A Competent Toastmaster (CTM) with the Toastmasters International, USA (www.toastmasters.org). A licensed Professional Engineer with practicing certificate (PEPC) with the Board of Engineers, Malaysia (www.bem.org.my), and a Corporate Member of the Institution of Engineers, Malaysia

He has been an active member of the Institution of Engineers Malaysia involved in leading and organizing various technical activities and events for the local branch members. He was the chairman of the IEM Penang Branch (2014-2016) and is currently the past chairman of the IEM Penang Branch (2016-2021). He is also the deputy chairman (2020-2021), honorary secretary cum honorary treasurer (2008-2009 & 2018-2020), committee member of the IEM Electronic Engineering Technical Division, eETD (2009-2021). And, currently the Council Member of the Institution of Engineers Malaysia (2019-2022), Standing Committee of IEM Admission and Practical Training (2019-2021), and Standing Committee of IEM Examinations and Qualifications (2019-2021). He is the Principle Professional Interviewer and Senior Mentor of the Institution of Engineers Malaysia (IEM).

Today, Dr. Mui focusing on providing project management training, coaching and consulting services to the local and oversea clients and non-for-profit organizations. He is currently the subject matter expert for the PMI® Project Management Professional (PMP®) exam preparation boot camp, helping aspirant Project Managers and Leaders to prepare and pass the PMP® credential exam. He has been a competent, experienced and qualified PMP® instructor over the last 10 years (2010-2020). To-date, he had conducted more than >150 sessions PMP® Exam Prep Boot Camp and numerous project management related workshops. He had trained more than >1,200 PMP® candidates, and more than >10,000 project stakeholders. Find out more at: www.careergrowth.com.my.

REGISTRATION FORM

Project Management Certification Course: PMP® Boot Camp & Exam

Date : 20 – 23 October 2020 (Tuesday – Friday)
Time : 8:30am – 6:30pm
Venue : Virtual Live Online via Google Meet

To: Secretariat,
CAREER GROWTH SDN BHD
Tel: 012-4319290 Email: admin@careergrowth.com.my

34 CPD
BEM Approved Hours
Ref No: IEM20/SWAK/208/C

Fees quoted inclusive of 6% SST.

100% HRDF Claimable Under SBL or SBL KHAS Scheme

No	Category	Normal Rate	Early Bird, 4 weeks before training start	Group of 3, 4 weeks before training start
1	IEM Member - PMP Boot Camp Only	RM4,399.00	RM4,081.00	RM3,869.00
	IEM Member – PMP Boot Camp + PMP Exam + 1 Year PMI Membership	RM6,815.80	RM6,497.80	RM6,285.80
2	CIDB Member – PMP Boot Camp Only	RM4,452.00	RM4,134.00	RM3,922.00
	CIDB Member – PMP Boot Camp + PMP Exam + 1 Year PMI Membership	RM6,868.80	RM6,550.00	RM6,338.80
3	Non-Member	RM4,505.00	RM4,187.00	RM3,975.00
	Non-Member – PMP Boot Camp + PMP Exam + 1 Year PMI Membership	RM6,921.80	RM6,603.80	RM6,391.80

Fees quoted inclusive 6% sales and services tax. Closing Date: One day before training start.

Name of Organisation:

Address:

Tel: Fax: Email:

I/We wish to register the following person(s) for the PMP® Boot Camp & Exam:

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

Contact Person: Designation:

Signature: Date:

Enclose herewith a cheque no. _____ for the sum of RM _____ issued in favour of **"CAREER GROWTH SDN BHD"** Account Name **CIMB BANK**, Account No **8602876312**
I/We understand that the fee is not refundable if I/we withdraw after my/our registration, but substitution of participants will be allowed. If I/we failed to attend the boot camp, the fee paid would be forfeited.

Note: All registration fees must be fully paid prior attending the course.