

# Fundamentals of Project Management (*PMBOK® Guide*)

(The Foundation Course for the PMP® & CAPM® Exam Preparation)

## Course Format:

The course format is a mix of presentations, planned discussions, and group exercises.

## Pre-Requisites:

None is required but general Project Management knowledge is helpful. If taken for the PMP® Exam, than PMI® requirement calls for a bachelor degree + 4500 hours of project management experience (or 7500 hours with no bachelor degree)

## Duration:

5 full days or 10 evenings (35 hours); offered frequently in the UAE. Also offered on demand at client's location.

## Contact Hours/PDU: 35

## Course Description:

This is a 5-days workshop that combines project management concepts and their application.

During this workshop, participants are provided with overview of the key deliverables, concepts, and steps in project management in accordance with the Project Management Institute (PMI®) Framework.

Further, in the class we will use a project as a learning project with extended exercises on this project to help the participants visualize and practice how to APPLY the project management framework to their projects. The exercises and learning project will be either a real project of participants' choice, or a learning project issued by SUKAD™.

Please note that this course is based on the *PMBOK® Guide*, 4th Edition.

## Learning Objectives/Outcomes:

- Gain an understanding of project management and the PMI® Framework
- Understand the project life cycle, organization structure, and key project requirements
- Learn the project management processes and knowledge areas
- Learn how to apply the concepts, tools and techniques on a learning project
- Practice the application of the PM concepts on a real life case study

## Who should Attend:

- All project personnel, from team members to managers involved in projects, and who want to learn about the PMI® standard in a practical manner.
- Those who are interested in a PMI® credential such as the PMP® or the CAPM®

**Course Section, Category, and Code:**

Core Foundation Course  
General Project Management  
CC12

**Relevant Courses:**

- PMP® Exam Preparation (course code: PC02)
- PMP® Exam Simulation (course code: PC05)
- CAPM® Exam Preparation (course code: PC04)

**How to Register:**

- Send an email to [info@sukad.com](mailto:info@sukad.com)
- Call us on +971 4 367 1976
- Visit our website [www.sukad.com](http://www.sukad.com)

**Discounts:**

- 5% - 10% discount is applicable for early registration & payment
- Group discounts available

**Course Outline:**

<p>1. Introduction and Overview</p> <ul style="list-style-type: none"> <li>➤ Overview of Project Management &amp; its value</li> <li>➤ The Project Management Framework</li> </ul>	<p>2. Project Initiation</p> <ul style="list-style-type: none"> <li>➤ Developing the Project Charter</li> <li>➤ Identifying stakeholders</li> </ul>
<p>3. Project Management Planning</p> <ul style="list-style-type: none"> <li>➤ Overview of planning processes</li> <li>➤ Developing the PM plan</li> <li>➤ Project definition</li> <li>➤ Scoping, estimating, scheduling, quality, risk</li> </ul>	<p>4. Project Execution</p> <ul style="list-style-type: none"> <li>➤ Quality Assurance</li> <li>➤ Project Team Development &amp; Management</li> <li>➤ Information Distribution</li> </ul>
<p>5. Monitor &amp; Control</p> <ul style="list-style-type: none"> <li>➤ Change Control</li> <li>➤ Scope Verification</li> <li>➤ Quality Control</li> <li>➤ Performance Reporting &amp; Analysis</li> </ul>	<p>6. Close out</p> <ul style="list-style-type: none"> <li>➤ Procurement Close Out</li> <li>➤ Project Close</li> </ul>

**About SUKAD™:**

SUKAD™ is an established centre of excellence for Project Management in the Middle-East with proven global expertise. SUKAD™ specializes in providing end to end project management solutions in education, training, and advisory/consulting services.

We have brought together a highly professional resident team and an impressive global network that includes some of the thoughts leaders in project management.

Through the extensive expertise of its team and network SUKAD™ has developed its own approach to managing projects, the SUKAD™ Way. This approach is based on the latest thinking in project management, allowing SUKAD™ to provide its clients with a truly unique learning experience and support services.