

# EXCLUSIVE 40 HOURS PROJECT MANAGEMENT TRAINING WITH PMP (PROJECT MANAGEMENT PROFESSIONAL) CERTIFICATION EXAM PREPARATION

+ One year Online PMP materials (books, certification, courses, exam banks, simulation, articles, interactive case studies) + 35 PDUs from PMI  
+ Continuous support through group studies, discussion, mock exam, registration, job placement, professional networking

## Learning Methodologies

- Lecture & Presentation
- Handouts & Exercise
- Role Play
- Brainstorming
- Audio & Video Clips
- Facilitator Feedback
- Q & A
- Simulation
- Challenge Series

## Who should attend?

- Anyone who wants to develop his/her project management, communication and leadership skills
- Experienced project managers looking for PMP certification
- Anyone who is thinking of making a career move into project management
- Any experienced project manager who is planning to establish a project management framework in his/her organization
- Any experienced project manager who wants to set up a PMO in his/her organization
- Anyone who wants to drastically improve his/her presentation, communication, leadership skills and improve the quality of life

## Program Schedule

**Total Duration:** 40 hours

**Date:** Feb 10 – March 2 (Fridays & Saturdays)

**Time:** 9.30-5.30 PM

## Program Cost

- **22,000/participant – Offline Training**
- **5000 (Optional) - Online Contents** (Books, Exam Banks, Videos, Courses, Simulations, interactive case studies will be available for whole one year)

## Special Notes

- Two Tea breaks, Lunch
- Course material CD, Handouts on case studies, PMP book are included
- Certificates will be awarded to all the participants from Thames
- Registration payment can be made by Cash or Cheque prior to the training

## Call for Seat Booking & Registration

### Venue:

Thames Professional Academy,  
754, Satmasjid Road (3rd-5th Floor),  
Dhanmondi C/A, Dhaka -1209.

**Note:** Registration payment can be made by cash or A/C Payee cheque in favor of Thames Professional Academy, before February 9, 2012, till 06:00 pm

**Cell:** 01746252498

**Email:** [ero007@yahoo.com](mailto:ero007@yahoo.com)



**THAMES PROFESSIONAL ACADEMY**  
Quality Learning Deep Commitment Leading Professionals

## Overview of this Training

It is well known that a large percentage of projects fail to deliver the benefits expected by the business. In fact 70% of projects fail to deliver on time, within budget and to specification. Many projects fail due to lack of proper planning and poor mgmt resulting drastic increase in project cost, significant delay, loss of revenue and reputation. It is essential that all project/program managers obtain adequate hands on training on project management and Project development life cycle to be able to successfully manage projects and their employees.

PMI's Project Mgmt Professional (PMP)<sup>®</sup> credential is the most important, prestigious, well reputed, industry-recognized certification for project managers. Globally recognized and demanded, the PMP<sup>®</sup> demonstrates that you have the experience, education and competency to successfully lead and direct projects. This recognition is seen through increased marketability to employers and higher salary; according to the PMI Salary Survey — Sixth Edition, a PMP increases your salary up to 30% more than your non-credentialed colleagues and peers.

This hands-on training is designed to teach students the structured processes at the outset for initiating, planning, executing and closing projects as well as prepare them to take the PMP certification exam by taking the online PMP certification test. The training will be interactive with a lot of exercises, 30+ case studies, group discussion & brainstorming etc. Teams will bring their issues, concerns and risk items related to their projects and those will be discussed and resolved during the training. All findings from this session can be used to develop detailed process, templates, checklist and guideline for setting up a project management framework for trainee's respective organization.

## Training Objective

The training is designed to provide the detailed knowledge required for any individual to be a successful project manager and be able to manage any size project. Another goal is to prepare the participants who have project management experience for their PMP certification examination. This training will focus on drastically improving your leadership, communication, presentation skills and overall personality.

## At the program's conclusion, companies should be able to

1. Reduce time spent completing projects deliverables.
2. Decrease cost by saving time and effort to build deliverables.
3. Minimize change, risks and issues by defining projects before it starts.
4. Assure quality of deliverables, increasing likelihood of meeting customers' requirements.
5. Monitor and control the project more efficiently, especially during the execution phase.
6. Manage suppliers more effectively with comprehensive supplier contracts.
7. Improve staff performance by clarifying roles, responsibilities and delivery expectations.
8. Increase the likelihood of overall project success.
9. Save substantial amount of money, time and frustration.
10. Drastically improve project dev. process and procedures, increase productivity and give company an edge over the competition.
11. Establish a project management framework for the entire organization.

## The trainee will be able to

1. Be familiar with project development life cycle management.
2. Be familiar with all project management knowledge areas.
3. Be familiar with MS Project.
4. Learn how to manage a project from initiation to closing.
5. Manage long term and simultaneous projects successfully.
6. Be prepared to take the PMP Certification exam.
7. Establish a project management framework for their organization.
8. Have a better presentation, communication, leadership skills and personality to be a successful manager.

## Training Content

### 1. Knowledge Areas:

- a. **Scope Mgmt:** Scope Baseline, WBS, WBS Dictionary (Activity List, Network Diagram, Staffing, Estimating, Scheduling, Budgeting, Risk Mgmt, Project Control), Scope Verification and Control, Real Life Case Study and practice on Scope Mgmt.
- b. **Time Mgmt:** Schedule Baseline, Activity Definition, Activity Sequencing, Milestones, Schedule Compression (Fast Tracking, Crashing), Activity List, Network Diagram, Critical Path Method, Resource Breakdown Structure, Progress Reporting, Real Life Case Study and practice on Time Mgmt.
- c. **Cost Mgmt:** Cost Baseline, Variable Cost, Fixed Cost, Direct Cost, Indirect Cost, Cost Budget, Benefit Cost Ratio, Earned Value Techniques, Planned Value, Earned Value, Actual Value, Budget At Completion, Estimate At Completion, Estimate To Complete, Variance At Completion, Real Life Case Study and practice on Cost Mgmt.
- d. **Quality Mgmt:** Quality Baseline, Process Improvement Plan, Continuous Improvement, Cause And Effect Diagram, Prevention Over Inspection, Gold Plating, Impact of Poor Quality, Cost- Benefit Analysis, Benchmarking, Cost of Quality, Checklist, Quality Metrics, Real Life Case Study and practice on Quality Mgmt.
- e. **Human Resource Mgmt:** Recognition And Reward System, Conflict Resolution System, Sources of Conflicts, Conflict Resolution Techniques, Team Performance Assessment, Ground Rules, Leadership Style, Powers of PM, Real Life Case Study and practice on HR Mgmt.
- f. **Communication Mgmt:** Information Distribution, Communication Models, Communication Methods, Communication Channels, Status Reporting, Communication Blockers, Real Life Case Study and practice on Communication Mgmt.
- g. **Risk Mgmt:** Threats, Opportunity, Input To Risk, Risk Mgmt Process (Mgmt Planning, Identification, Qualitative & Quantitative Risk Analysis, Response Planning, Risk Monitoring and Control), Risk Register, Response Strategies, Risk Identification Techniques, Contingency Plan, Risk Categories, Risk Trigger, Risk Tolerance, Decision Tree, Real Life Case Study and practice on Risk Mgmt.

### 2. Phases of Project Management:

- a. **Initiation:** Project Proposal, Determine Company Culture And Existing Systems, Collect Process, Procedures And Historical Info, Project Charter, Preliminary Scope Statement, Identify Stakeholders, Organizational Process Assets, Organizational Structure, Case Study and practice on Initiation.
- b. **Planning:** Determine Team, Create WBS, Create Activity List, Create Network Diagram, Estimate Resources, Required Skills And Gap Plan, Determine Critical Path, Dev Schedule, Quality Standard, Process And Matrix, Risk Identification, Procurement Doc, PM Plan Baseline and Approval, Scope And Approach, High Level CRD, PRD, System Architecture, Low Level, Estimate Time, Estimate Cost, Kick Off Meeting, Communication Planning, Real Life Case Study and practice on Planning.
- c. **Executing:** Acquire Project Team, Execute PM Plan, Team Building, Recommend Changes And Corrective Actions, Recognition And Award, Progress Meeting, Low Level Design, Code, Demo, Analyst Testing, QA Deployment, Move DB, Code, Sql Compare, QA Spirals, QA Certification, UAT Deployment, Beta Testing, UAT Sign Off, Training, User Guide, Project Outlook Assessment, Look Ahead Window, Real Life Case Study and practice on Executing.
- d. **Monitoring and Controlling:** Measure Against Performance, Measure Against Mgmt Plan, Determine Variance, Scope Verification, Integrated Change Control, Approve Change, Defect Repair, Preventive And Corrective Actions, Issue Logs, Team Members' Performance, Report On Performance, Conflict Resolution, Scope Change Request, Deliverables Review, Progress Review, Pre Launch Assessment, Real Life Case Study and practice on Monitoring and Control.
- e. **Closing:** Develop Closure Procedure. Confirm Work Is Done To Requirements, Gain Formal Acceptance of Products, Post Production Monitoring And Support, Lesson Learned, User Group For Bug Reporting And Enhancements, Survey, Metrics, Release Resources, Post Implementation Survey, Real Life Case Study and practice on Closing.

### 3. Project Mgmt with MS Project 2007

### 4. Exam question answers practice

## Facilitator's Profile



**Soheli Akhter, ISMS, CCNA, PMP**  
GM, Head of Enterprise Solution  
Core Knowledge Limited  
(a Rahimafrooz company)

Soheli Akhter, PMP is a US Citizen and only PMP in the country who was certified in USA by PMI. He is a top level mgmt professional with B.Sc in CS from USA + Australia and M.Sc in CS from USA & 12 years of Project & People Management experience in Bank, Multinational, SMB and IT service provider. He was a successful project manager in INTEL Corporation, AZ, USA for 7 years and 2 years in Volt Info, NY, USA. During his last two and half years career in Bangladesh as a GM in an ISP and also the CTO in one of the largest IT organizations he has managed several technical teams consist of more than 200 employees, implemented the largest Data and Disaster Center in the country, made one of the IT organization the first and only CISCO Silver partner in the country, implemented ERP and business process automation solutions, deployed WIMAX throughout the country in all 64 districts and implemented several Network implementation projects in different corporations and in Bangladesh Gov Ministries.

For various local and foreign organizations he has streamlined the process and procedures by business process automation, setting up project management Framework and PMO, executed corrective actions to drastically improve existing operational structure, employees' performance and resolved operational weakness and issues.

He had conducted PM training at various levels of organizations for senior mgmt, implementation team members and end users for US and local companies such as TechValley, Rahimafrooz, IDB, ASSET, HSBC, BRACNet, Prothom-alo, Bangladesh Army, Exim Bank, Airtel, Computer Source, Oraiate Arcade Ltd. Orascom Telecom (Banglalink), Khaled Group, Bangladesh Airforce, Multinet, Huawei - Qatar, Green Power Solution, etc.

### Profile:

<http://www.linkedin.com/in/sohelakhterpmp>