



 Cognixia®

# Project Management Professional Training

# About Cognixia

Cognixia- A Digital Workforce Solutions Company is dedicated to delivering exceptional trainings and certifications in digital technologies. Founded in 2014, we provide interactive, customized training courses to individuals and organizations alike, and have served more than 130,000 professionals across 45 countries worldwide.

Our team of more than 7000 industry experts facilitate more than 450 comprehensive digital technologies courses, along with state-of-the-art infrastructure, to deliver the best learning experience for everyone. Our comprehensive series of instructor-led online trainings, classroom trainings and on-demand self-paced online trainings cover a wide array of specialty areas, including all of the following:

- IoT
- Big Data
- Cloud Computing
- Cyber Security
- Machine Learning
- AI & Deep Learning
- Blockchain Technologies
- DevOps

Cognixia is ranked amongst the top five emerging technologies training companies by various prestigious bodies. We're also RedHat Enterprise Partner, Microsoft Silver Learning Partner and an authorized training partner for ITIL, Automation Anywhere and ISC2.



# OUR AWARDS & AFFILIATIONS



SOME FORMIDABLE NAMES AS  
**OUR TRAINING PARTNERS**



Silver  
Microsoft  
Partner



# ABOUT PMP TRAINING

Project Management Professional (PMP) is the most sought after industry-recognized certification for project managers. PMP certification allows project managers to work virtually across various industries anywhere in the world. The training course is developed by active practitioners and experts, and then reviewed by the project management community before it is released, to assure it always reflects the current state of the profession. Organisations are now focused on developing leadership, negotiation, and conflict resolution skills alongside traditional IT and technical skills. We provide the latest training, in line with the industry requirement, so the professionals we train have the skills with rightglobally recognized Cognixia certification.

Here's your chance to get trained on various project management processes with Cognixia's PMP Training. The training will include additional information:

- Trends and emerging practices
- Tailoring considerations
- A greater emphasis on Strategic and Business Knowledge
- A new section on the role of the project manager



# ABOUT PMP TRAINING

## **What does PMP Certification course offer?**

Project Management has evolved significantly in recent times. Cognixia offers an online training program consisting of various project management training modules. The training course takes you through the differences between project management and operations management. The PMP certification course has been designed to enable the managers/professionals to manage the project in a more efficient and effective manner by building a thorough understanding of the Project Management Life Cycle.

## **What skills will you learn from PMP Training?**

Upon completing the PMP training course, the participant would have understood the basics of project management thoroughly. The training also enables the participants to get an idea of Strategic Management, Project Management, etc. The training program also covers in-depth discussion on the Project Management Life Cycle. The course exposes participants to the various processes and their interactions that they would commonly encounter while managing projects.

## **Who should pursue the PMP training course?**

Cognixia's PMP Training is best suited for professionals currently employed as Team Leaders or Project Managers. Professionals and students who aspire to make a career as Project Managers can also benefit from taking this training.

## **For Participants with Graduate/University degrees**

Minimum of 4500 hours of project management experience, during the last 8 Consecutive years, covering the 5 process groups is required, if the candidate holds a University degree as their highest completed level of educational at the time of the application.

## **For Participants with a Diploma**

Minimum of 7500 hours of project management experience, during the 8 consecutive years covering the 5 process groups is required, if the candidate holds a high school diploma or equivalent secondary school credential as the highest completed level of education at the time of the application.

# PMP FAQs

## **What is the PMP examination?**

PMP stands for Project Management Professional certification. It is an exam offered by the PMI (Project Management Institute) Inc. USA, for individuals in the project management domain. There are over 325,000 certified PMPs in more than 200 countries.

## **How can one get PMP certified?**

There are specific educational qualifications and professional experience that are mandatory along with agreeing to and adhering to the PMI Code of Professional Conduct. After that one needs to clear the PMP Certification Examination as well.

## **What are the educational qualification one needs to fulfill to be eligible for the PMP examination?**

The candidate should have attended at least 35 hours of Class room/ Online training on Project Management.

## **What are requirements on the professional front that one needs to fulfill to be eligible for the PMP examination?**

A minimum of 4500 hours of project management experience, during the last 8 Consecutive years, covering the 5 process groups, if the candidate holds a University degree at the time of the application. Or, A minimum of 7500 hours of project management experience, during the 8 consecutive Years covering the 5 process groups, if the candidate holds a high school diploma or equivalent secondary school credential at the time of the application.

## **What is the minimum score one needs to get to clear the PMP examination?**

Since 2006, PMI is no more publish passing scores for its exams. In 2007, PMI also removed all quantitative elements from the post-exam review for test candidates. The passing score is estimated inside a range between 61% and 75%.

## **How many questions are there in the PMP examination and how much time is given to the candidates?**

The exam has 200 multiple choice questions. Each question has exactly one correct answer. The time span for the examination is 4 hours. 25 pre-test questions will be randomly placed throughout the new examination to gather statistical information on the performance of these questions in order to determine whether they may be used on future examinations. These 25 pre-test items are included in the 200-question examination, but will not be included in the pass/fail determination; candidates will be scored on 175 questions.

## **What is the fee for the PMP examination?**

For PMI members, the fee is \$405, while for non-members it is \$555. It is strongly recommended to become a PMI member prior to applying for the examination. The PMI membership fee is \$129.

# PMP FAQs

## **HOW DO I APPLY FOR THE PMP EXAM?**

PMI has an online application for the PMP examination. More information regarding applying for the exam online is available at PMI's website at [www.pmi.org](http://www.pmi.org). The PMP Credential Handbook, is also available in PDF format on the PMI website.

## **What is application audit**

PMI states that all eligible applications are subject to an audit. Upon successfully clearing the audit, candidates will be able to take the PMP examination. Submission of an application implies agreement to comply with audit terms. The selection process for the audit is primarily random and PMI reserves the right to manually select any candidate to be audited at any time, including after the credentials have been bestowed. Candidates who are selected for the audit will receive an e-mail notification from PMI with detailed information on how to comply with the terms of the audit.

## **Any useful advice about the examination?**

The first 15 minutes, the candidate goes over a tutorial. These 15 minutes are over and above the 4 hours given for taking the examination. Reviewing the tutorial takes about 5 minutes. A good idea would then be to jot down formulas, processes, and knowledge areas on the sheet of paper given for rough work and calculations. This could prove to be really useful and give you the opportunity to focus on the questions instead of trying to remember formulas once the examination starts.

## **How much time is required to prepare for a PMP examination?**

It depends on how much experience the candidate has as a project manager, how familiar they are with PMI's terminology. However, at least two months are required, with minimum two to three hours per day for a strong preparation.

## **What edge do PMP certified individuals have over the rest?**

A PMP certification increases a candidate's value in the organization, it increases their marketability, leads to professional/personal recognition, helps advance their career, it raises customer confidence in the candidate and their organization's services, etc.

## **What all can be carried into the examination hall?**

Nothing except the ID. Candidates are provided with paper sheets for rough work, pencils, calculators and even ear plugs. Nothing is required to be taken in then.

## **Can one take a break during an ongoing examination?**

Sure, why not! Candidates can take a break and snack on something in the break too. 4 hours can be a long duration however, the clock still keeps ticking, so every minute spent on a break is a minute lost from the examination duration.

# Project Management Professional (PMP)®

## Examination Content Outline

The following table identifies the proportion of questions from each domain that will appear on the official examination.

<b>Domain</b>	<b>Percentage of Items on Test</b>
<b>I. People</b>	42%
<b>II. Process</b>	50%
<b>III. Business Environment</b>	8%
<b>Total</b>	<b>100%</b>

# DETAILED CURRICULUM : MODULES

## Domain I People - 42%

### Task 1 Manage conflict

- Interpret the source and stage of the conflict
- Analyze the context for the conflict
- Evaluate/recommend/reconcile the appropriate conflict resolution solution

### Task 2 Lead a team

- Set a clear vision and mission
- Support diversity and inclusion (e.g., behavior types, thought process)
- Value servant leadership (e.g., relate the tenets of servant leadership to the team)
- Determine an appropriate leadership style (e.g., directive, collaborative)
- Inspire, motivate, and influence team members/stakeholders (e.g., team contract, social contract, reward system)
- Analyze team members and stakeholders' influence
- Distinguish various options to lead various team members and stakeholders

### Task 3 Support team performance

- Appraise team member performance against key performance indicators
- Support and recognize team member growth and development
- Determine appropriate feedback approach
- Verify performance improvements

### Task 4 Empower team members and stakeholders

- Organize around team strengths
- Support team task accountability
- Evaluate demonstration of task accountability
- Determine and bestow level(s) of decision-making authority

# DETAILED CURRICULUM : MODULES

## Domain I People - 42%

### Task 5 Ensure team members/stakeholders are adequately trained

- Determine required competencies and elements of training
- Determine training options based on training needs
- Allocate resources for training
- Measure training outcomes

### Task 6 Build a team

- Appraise stakeholder skills
- Deduce project resource requirements
- Continuously assess and refresh team skills to meet project needs
- Maintain team and knowledge transfer

### Task 7 Address and remove impediments, obstacles, and blockers for the team

- Determine critical impediments, obstacles, and blockers for the team
- Prioritize critical impediments, obstacles, and blockers for the team
- Use network to implement solutions to remove impediments, obstacles, and blockers for the team
- Re-assess continually to ensure impediments, obstacles, and blockers for the team are being addressed

### Task 8 Negotiate project agreements

- Analyze the bounds of the negotiations for agreement
- Assess priorities and determine ultimate objective(s)
- Verify objective(s) of the project agreement is met
- Participate in agreement negotiations
- Determine a negotiation strategy

# DETAILED CURRICULUM : MODULES

## Domain I People - 42%

### Task 9 Collaborate with stakeholders

- Evaluate engagement needs for stakeholders
- Optimize alignment between stakeholder needs, expectations, and project objectives
- Build trust and influence stakeholders to accomplish project objectives

### Task 10 Build shared understanding

- Break down situation to identify the root cause of a misunderstanding
- Survey all necessary parties to reach consensus
- Support outcome of parties' agreement
- Investigate potential misunderstandings

### Task 11 Engage and support virtual teams

- Examine virtual team member needs (e.g., environment, geography, culture, global, etc.)
- Investigate alternatives (e.g., communication tools, colocation) for virtual team member engagement
- Implement options for virtual team member engagement
- Continually evaluate effectiveness of virtual team member engagement

### Task 12 Define team ground rules

- Communicate organizational principles with team and external stakeholders
- Establish an environment that fosters adherence to the ground rules
- Manage and rectify ground rule violations

# DETAILED CURRICULUM : MODULES

## Domain I People - 42%

### Task 13 Mentor relevant stakeholders

- Allocate the time to mentoring
- Recognize and act on mentoring opportunities

### Task 14 Promote team performance through the application of emotional intelligence

- Assess behavior through the use of personality indicators
- Analyze personality indicators and adjust to the emotional needs of key project stakeholders

# DETAILED CURRICULUM : MODULES

## Domain II Process - 50%

### Task 1 Execute project with the urgency required to deliver business value

- Assess opportunities to deliver value incrementally
- Examine the business value throughout the project
- Support the team to subdivide project tasks as necessary to find the minimum viable product

### Task 2 Manage communications

- Analyze communication needs of all stakeholders
- Determine communication methods, channels, frequency, and level of detail for all stakeholders
- Communicate project information and updates effectively
- Confirm communication is understood and feedback is received

### Task 3 Assess and manage risks

- Determine risk management options
- Iteratively assess and prioritize risks

### Task 4 Engage stakeholders

- Analyze stakeholders (e.g., power interest grid, influence, impact)
- Categorize stakeholders
- Engage stakeholders by category
- Develop, execute, and validate a strategy for stakeholder engagement

### Task 5 Plan and manage budget and resources

- Estimate budgetary needs based on the scope of the project and lessons learned from past projects
- Anticipate future budget challenges
- Monitor budget variations and work with governance process to adjust as necessary
- Plan and manage resources

# DETAILED CURRICULUM : MODULES

## Domain II Process - 50%

### Task 6 Plan and manage schedule

- Estimate project tasks (milestones, dependencies, story points)
- Utilize benchmarks and historical data
- Prepare schedule based on methodology
- Measure ongoing progress based on methodology
- Modify schedule, as needed, based on methodology
- Coordinate with other projects and other operations

### Task 7 Plan and manage quality of products/deliverables

- Determine quality standard required for project deliverables
- Recommend options for improvement based on quality gaps
- Continually survey project deliverable quality

### Task 8 Plan and manage scope

- Determine and prioritize requirements
- Break down scope (e.g., WBS, backlog)
- Monitor and validate scope

### Task 9 Integrate project planning activities

- Consolidate the project/phase plans
- Assess consolidated project plans for dependencies, gaps, and continued business value
- Analyze the data collected
- Collect and analyze data to make informed project decisions
- Determine critical information requirements

# DETAILED CURRICULUM : MODULES

## Domain II Process - 50%

### Task 10 Manage project changes

- Anticipate and embrace the need for change (e.g., follow change management practices)
- Determine strategy to handle change
- Execute change management strategy according to the methodology
- Determine a change response to move the project forward

### Task 11 Plan and manage procurement

- Define resource requirements and needs
- Communicate resource requirements
- Manage suppliers/contracts
- Plan and manage procurement strategy
- Develop a delivery solution

### Task 12 Manage project artifacts

- Determine the requirements (what, when, where, who, etc.) for managing the project artifacts
- Validate that the project information is kept up to date (i.e., version control) and accessible to all stakeholders
- Continually assess the effectiveness of the management of the project artifacts

### Task 13 Determine appropriate project methodology/methods and practices

- Assess project needs, complexity, and magnitude
- Recommend project execution strategy (e.g., contracting, finance)
- Recommend a project methodology/approach (i.e., predictive, agile, hybrid)
- Use iterative, incremental practices throughout the project life cycle (e.g., lessons learned, stakeholder engagement, risk)

# DETAILED CURRICULUM : MODULES

## Domain II Process - 50%

### Task 14 Establish project governance structure

- Determine appropriate governance for a project (e.g., replicate organizational governance)
- Define escalation paths and thresholds

### Task 15 Manage project issues

- Recognize when a risk becomes an issue
- Attack the issue with the optimal action to achieve project success
- Collaborate with relevant stakeholders on the approach to resolve the issues

### Task 16 Ensure knowledge transfer for project continuity

- Discuss project responsibilities within team
- Outline expectations for working environment
- Confirm approach for knowledge transfers

### Task 17 Plan and manage project/phase closure or transitions

- Determine criteria to successfully close the project or phase
- Validate readiness for transition (e.g., to operations team or next phase)
- Conclude activities to close out project or phase (e.g., final lessons learned, retrospective, procurement, financials, resources)

# DETAILED CURRICULUM : MODULES

## Domain III Business Environmental - 8%

### Task 1 Plan and manage project compliance

- Confirm project compliance requirements (e.g., security, health and safety, regulatory compliance)
- Classify compliance categories
- Determine potential threats to compliance
- Use methods to support compliance
- Analyze the consequences of noncompliance
- Determine necessary approach and action to address compliance needs (e.g., risk, legal)
- Measure the extent to which the project is in compliance

### Task 2 Evaluate and deliver project benefits and value

- Investigate that benefits are identified
- Document agreement on ownership for ongoing benefit realization
- Verify measurement system is in place to track benefits
- Evaluate delivery options to demonstrate value
- Appraise stakeholders of value gain progress

### Task 3 Evaluate and address external business environment changes for impact on scope

- Survey changes to external business environment (e.g., regulations, technology, geopolitical, market)
- Assess and prioritize impact on project scope/backlog based on changes in external business environment
- Recommend options for scope/backlog changes (e.g., schedule, cost changes)
- Continually review external business environment for impacts on project scope/backlog

### Task 4 Support organizational change

- Assess organizational culture
- Evaluate impact of organizational change to project and determine required actions
- Evaluate impact of the project to the organization and determine required actions

# COGNIXIA'S KEY DIFFERENTIATORS



LIFETIME LMS ACCESS



24 x 7 SUPPORT



REAL-LIFE PROJECTS & CASE STUDIES



INDUSTRY EXPERTS AS TRAINERS



INDUSTRY STANDARD CERTIFICATE



# EXIT PROFILE

PROJECT MANAGER

PROJECT TEAM LEAD

PROJECT DIRECTOR



# TESTIMONIALS



**CHARLOTTE COLLINS, USA**

*Spending money on training is an investment, not a cost. Totally worth spending money on this PMP training.*



**KIRSTEN WILLIAMS, CANADA**

*I was trying to self study for the PMP exam for past couple of years and wasn't able to complete it. Then through online found Cognixia PMP Exam prep course, enrolled and completed the PMP certification just in 2 months. It is worth every penny spent.*



**EMMA ALEXANDER, USA**

*Associating with Cognixia started when I opted for PMP course with them. Online training for 4 weeks with live instructor coaching, really helped in my professional growth.*



**JOSHUA CLARK, USA**

*Its really been great set of classes with Cognixia. I consider myself lucky to have discovered and be a part of Cognixia. I loved the way Instructor took out extra time for every question made & explained in depth.*



**ADRIANA KLINKERT, HUNGARY**

*The session was very informative. The instructor is highly knowledgeable. His explanation can reach to all who are highly experienced people in their respective domains.*

# Project Management Professional Training



To learn more visit  
<https://www.cognixia.com/>