Professional Project Management Certificate
(PPMC)
AMS1021
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Setting new standards for the advancement of the Project Management profession.

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People,
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Technology

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PPMC Overview
Welcome to the AMS Professional Project Management Certificate (PPMC), the industry's most dynamic, comprehensive, and experiential-based Project Management training track. By leveraging our years of project management consulting experience and intellectual property, we have compiled what organizations and professionals most frequently request for training within the project management practice in one catalog.

The PPMC is comprised of a front-end project management competency assessment (PMCA) and core/elective training programs that are mapped against the Project Management Institute's Project Management Body of Knowledge (PMBOK), The Association for the Advancement of Cost Engineering International's Total Cost Management (TCM) Framework, and the AMS inventory of project management competencies. This comprehensive competency dictionary has been developed over 10 years and represents approximately 1000 interviews with senior program and project: leaders, managers, and team members.

Our knowledge of cross-industry project management best practice, Sr. level consultants/course developers, and practical experience are the primary contributors to the substitutive content and proven results of our project management training and consulting.

We have time-tested programs delivered to a global client base made up of Fortune 50/100/500 organizations, Global 2000 companies and Federal/State/Local Government agencies allowing for continuous improvement, measurable return on training investment and validation of content. The dynamic program model provides clients with the ability to customize content using our Case Based Learning Experience (CBLE), or deliver a compilation of off-the-shelf modules to meet specific needs. Add this to our ability to provide on-site training, distance education or live web training (allowing for a blended model) and you have a robust and flexible approach to delivering results-oriented training.

Whether you are seeking the Project Management Professional's certification (PMP) via the PMI and our Registered Education Provider (REP) status, or simply looking to enhance specific project management skills relative to your organization or career path, AMS can help. Our front end project management leadership competency assessment tool will baseline your skill-set against industry standards and then map you across the best training programs in the curriculum to meet your objectives. These tools can be used individually or provided as an organizational roll-up to accommodate corporate goals.

Ultimately, the advantages to the AMS content, development approach, and ancillary training path alignment tools result in a pin-point focus of what is needed, when it is needed. Participants can choose from various courses made up of interchangeable modules and target the areas most relevant to their needs. This helps training managers tailor learning paths and measure results more accurately.

Please explore this program, request more information or contact us to speak with someone on our program development team directly as a way to learn more.
## PPMC Matrix

### AMS/PMBOK Project Management (PM) Curriculum/Competency/Knowledge Area Alignment Matrix

<table>
<thead>
<tr>
<th>Course Level - Legend</th>
<th>Job Roles - Legend</th>
<th>PMBOK® Knowledge Area Coverage - Legend</th>
</tr>
</thead>
<tbody>
<tr>
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<td>Project Administrator</td>
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### Courses/Roles

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<thead>
<tr>
<th>Courses/Roles</th>
<th>Project Management Competency Areas</th>
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<tbody>
<tr>
<td>AMS100: Project Planning, Scheduling and Control</td>
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<tr>
<td>AMS1020: Distinctions in PM Leadership</td>
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## PPMC Matrix

### Project Management Competency Areas

<table>
<thead>
<tr>
<th>Courses / Roles</th>
<th>Applying Industry Standards</th>
<th>Initiation/ Solution Planning</th>
<th>Leadership/ Stakeholder Management</th>
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# Project Management Competency Areas

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<th>Initiation/ Solution Planning</th>
<th>Leadership/ Stakeholder Management</th>
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<td><strong>AMS140: Project Procurement and Contract Management</strong></td>
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PPMC Matrix

Courses / Roles

Applying Industry Standards | Initiation/ Solution Planning | Leadership/ Stakeholder Management | Scope/Schedule/ Budget Development | Execution/ Control Strategy Development | Results Validation Closeout

Electives

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AMS118: Consulting Skills for PM’s
1 day; 7 PDUs
Delivery: Role:

AMS112: Negotiation and Influencing Skills
2 days; 14 PDUs
Delivery: Role:

AMS1023: PMO Development
2 days; 14 PDUs
Delivery: Role:
### PPMC Matrix

#### Courses / Roles

<table>
<thead>
<tr>
<th>Project Management Competency Areas</th>
<th>PMBOK® Knowledge Areas</th>
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<th>PDCP</th>
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<td>AMS226: Increasing Focus and Effectiveness</td>
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Professional Business Analysis Certificate (PBAC)
# PPMC Matrix

## Courses / Roles

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<th>Courses / Roles</th>
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<th>PMBOK® Knowledge AREAS</th>
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<td>AMS166: Project Communication and Stakeholder Management</td>
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<td>2 days; 14 PDUs</td>
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<td>Delivery: Online/ Live</td>
<td>Leadership/ Stakeholder Management</td>
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<td>AMS136: Preparing for the PMP Exam</td>
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</table>
Course Descriptions

AMS100: Project Planning, Scheduling and Control
21 Professional Development Units/ on line 18
21 Education Hours/ on line 18
Format/Duration: ☑️ 3 days ☐️ 18 Hours

The project management practice has come to the corporate forefront in the past 10-15 years. As corporate environments grow more competitive, schedules shrink, and clients become more educated and demanding; the ability to effectively define, manage and measure a project’s requirements, scope, and on-time delivery is a critical success factor for both resources and organizations. On scope, on time and on budget are core expectations on which project success is measured. The success of the project manager relies on how these values are perceived by the customer.

This three-day course will provide you with a solid foundation on which to build the skills and expertise for managing projects within your organization’s environment; skills that ensure delivery of value to your customers and positive economic impact to the business environment. In this course, you will learn the principles of project management along with industry best practices for applying those principles. The course is designed to transfer project management life-cycle skills with a focus on the customer as an integral project partner.

Learning Objectives
• Explain the PMBOK® knowledge areas
• Define the project and program management practices
• Discuss and explore project manager leadership competencies
• Explain the project management life cycle concept
• Define and utilize the Work Breakdown Structure (WBS)
• Understand the elements of sound “Up-Front” planning
• Approach estimating and scheduling from the view of professional practitioners
• Understand and utilize the various elements of project execution planning
• Interact with and employ project risk management best practices
• Gain insight to the integration impacts of sound project control tools/strategies
• Understand the practices to formally and successfully close a project

Who Should Attend: Project Managers, Project Administrators, Technical & Team Leads, and other resources within the Project & Program environment would benefit from this course.

AMS1020: Distinctions in Project Management Leadership
14 Professional Development Units/ on line 12
14 Education Hours/ on line 12
Format/Duration: ☑️ 2 days ☐️ 12 Hours

This course will emphasize the critical role that the “human relation” side of project management plays in the planning, execution and control of all project efforts. Utilizing insights and critical distinctions based on the facilitator’s vast and varied management and executive leadership experience, participants will be brought face-to-face with questions about their own leadership effectiveness. This course requires “real” and substantive participation that will result in the participants being lead through a detailed look at the critical aspects of effective leadership, personal development, coaching/mentoring, managing in a chaotic and interruptive environment, proactive and effective communication, and the distinctions of effective personal development as a leader.

Learning Objectives
• Identify the skill sets that effective project leaders must possess in order to be successful
• Identify the distinctions between leadership and oversight
• Determine what team members look for in an effective project leader
• Foster collaboration by promoting cooperative goals and mutual trust
• Cultivate trusting relationships and in turn, motivate the team toward success
• Utilize power and information in service of others to ensure that individuals feel empowered to take appropriate and timely actions
• Understand the importance of integrity in the leadership model
• Identify the common roadblocks to high-integrity
• Evaluate your ability to foster self-confidence in individual contributions
• Plan and implement a reward system that benefits the team and individual contributors

Who Should Attend: Project/Program Managers, Project Administrators, Technical & Team Leads, and resources in supervisory roles within the Project & Program environment would benefit from this course.
## AMS141: Effective Risk Management Practices

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<th>Professional Development Units</th>
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<tr>
<td>Education Hours</td>
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**Format/Duration:** 🌅 3 days 🌆 18 Hours

To achieve project success in today’s fast-paced, schedule compressed and resource scarce environments, the project manager must possess the ability to assess, manage and interact with inherent and unforeseen project risks. This course introduces the participant to the fundamentals of a life-cycle and the experiential Risk Management approach. Project consulting insights and results-based experiences will be utilized to uncover, communicate and develop successful strategies to identify, mitigate, and successfully manage a wide range of project risk.

**Learning Objectives**
- Learn the objectives, tools, techniques and strategies of applying a practical approach to project risk management
- Identify and understand the necessary risk management focus throughout the project’s life cycle
- Understand the four industry risk “processes” – risk identification, risk quantification, risk response planning and risk monitoring & control
- Understand stakeholder management and the integration of the communications management planning process
- Understand requirements of larger and smaller projects and the project manager as a possible risk to the project
- Identify and utilize statistical modeling methods for effective risk mitigation and control responses

**Who Should Attend:** Any professional or project manager seeking to enhance their ability to understand and manage risk should take this course.

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## AMS113: Achieving Practical Project Control: Best Practices for Life Cycle Success

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<td>Education Hours</td>
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**Format/Duration:** 🌅 2 days 🌆 12 Hours

Project Control is directly affected by the level of up-front project planning (front-end loading). As with project quality, it does no good to have a stringent monitoring and control plan or system that one cannot actually execute. This “execute-ability” lies in a lack of understanding regarding the set-up of the project’s WBS, work packages, cost accounts and baselines, etc. In this session, we will discuss the underlying FEL elements to ensure project control as well as the systematic, process and cultural considerations involved with developing and implementing a “practical” project control system and implementation culture.

**Learning Objectives**
- Introduce a comprehensive control system methodology (template) that can be applied to any industry situation
- Identify and address the inherent cultural issues of implementing a practical project control system
- Understand the implications of proper planning “set-up” in systematically developing project “control-ability”
- Analyze the benchmark data of effective project control best practices from the PMI and AACE organizations
- Understand the use of Readiness and Peer reviews for project Value Analysis
- Develop performance trending approaches with Burn Rate and Earned Value Management methods
- Understand and implement statistical analysis methods for proactive project control and recovery planning
- Utilize contingency strategies and change management discipline to aid in life cycle project control

**Who Should Attend:** Project managers, project administrators, team leads, and other professionals would benefit from taking this course.
AMS103: Integrating Quality with the Project Management Life Cycle
14 Professional Development Units/ on line 12
14 Education Hours/ on line 12
Format/Duration: 2 days 12 Hours

Regardless of industry, Quality Management must be practically integrated with the overall project life cycle - not just in testing and validation situations. Quality must be present in all project approaches, processes, practices and tools. This course will give the participant a detailed understanding of how quality is infused in all aspects of a project from initiation to closeout and provide practical examples for use in any industry scenario.

Learning Objectives
- Define life cycle Quality Management
- Examine the best practices required for various size project management approaches and how quality is integrated as a fundamental requirement
- Analyze effective quality management and decision making tools and their practical applications
- Understand the elements and advantages of different global quality standards
- Develop a life cycle quality implementation plan scaled to the project’s objectives
- Discuss and implement effective review, testing and validation methods
- Understand the integration of a quality mindset in communication and customer relationship management

Who Should Attend: Project managers and other project professionals from any industry who are interested in delivering high quality project results that exceed internal and external customer expectations would benefit by taking this course.

AMS1008: Scheduling and Estimation Best Practices:
A Discipline Based Approach
14 Professional Development Units/ on line 12
14 Education Hours/ on line 12
Format/Duration: 2 days 12 Hours

For many years, project managers have been expected to develop estimates and schedules that foresee and emulate future performance. As estimation and scheduling are both professional disciplines, project managers have been at a distinct disadvantage. This program is designed to introduce the participants to the best practices of both professions. Upon completion of this course, participants will understand these practices from the perspective of the professional estimator and professional scheduler. Best practices from the Project Management Body of Knowledge (PMBOK) and the Association of the Advancement of Cost Engineering’s Total Cost Management (TCM) Framework will be practically applied across multiple industry requirements.

Learning Objectives
- Gain an understanding of the competencies of the professional estimator and scheduler
- Discuss and evaluate the life cycle requirements of effective estimates and schedules
- Understand the interdependencies from estimate and schedule development and effective project control
- Define the various types of estimates, inherent elements and required prerequisite deliverables
- Define the schedule “hierarchy”, inherent elements and required prerequisite deliverables for various schedule uses
- Effectively structure the project’s scope, milestones, work packages and control accounts to create an effective “flow down” for estimates and schedules
- Analyze and implement industry contingency strategies and management techniques
- Understand the integration requirements of Value Analysis, Quality Management and Risk Management with estimating and scheduling processes

Who Should Attend: Project managers, project administrators, team leads, and other professionals who are interested in developing high quality estimates and schedules would benefit by taking this course.
AMS140: Project Procurement and Contract Management
14 Professional Development Units/ on line 12
14 Education Hours/ on line 12
Format/Duration: 2 days 12 Hours

In today's project management landscape, timelines are condensed, qualified resources are slim, and expectations are elevated. Outsourcing, contracting and various “buy” strategies are commonly used to meet these demands. The integration of these strategies with the overall project execution strategy is the subject of this course. Project procurement and contracting management, an element of the overall project plan, has emerged as a critical function within a successful project management approach.

We will utilize a life cycle and best practice approach in discussing and examining this practice. A major focus of this course will be the integrative requirements of project procurement and contracting management within a realistic planning and execution schema. We will touch on certain legal ramifications and requirements of procurement and contracting management, yet the goal of the course is to highlight the processes, tools and strategies to successfully manage project procurements.

Learning Objectives
- Utilizing a life cycle and best practice approach, define project procurement and contract management (P/C) within the project context
- Define and discuss the critical integration points in the project (various planning and execution approaches) and P/C life cycles
- Define the roles, responsibilities and critical success factors for the P/C function in a project environment
- Discuss and work with tools for building and implementing a cohesive P/C plan to integrate with other execution plan elements
- Apply the integrative principles of the PMBOK’s Section 12: Project Procurement Management and discuss the “scaling” implications for projects of various size, type and complexity

Who Should Attend: Procurement and/or Contracting Personnel, Project Managers and project resources assisting with or supporting the procurement or project managing functions would benefit from taking this course.

AMS1022: Practical Performance Management
35 Professional Development Units/ on line 30
35 Education Hours/ on line 30
Format/Duration: 2 days 12 Hours

The recent push to utilize Earned Value Management across a wide spectrum of projects has caused confusion in most organizations. Organizations are struggling with how to develop Earned Value practices, how to effectively implement them, understand the results and what we do with these results. This customized and case-study driven course will immerse the participants (team-based) in the application of the tools, mechanics and mind-set necessary to properly manage the performance at the program and contributing project levels. Microsoft Project and Microsoft Excel will be used throughout the course to implement advanced techniques in the following areas:

Learning Objectives
- Program/project Control...what is it really?
- Execution planning: standing in it completed
- Program/project execution plan life cycle development
- WBS, WP & Cost Account development for control purposes
- Advanced Schedule Development Practices: Sometimes it’s an art form!
- Baseline Development
- Risk Management: Benefits, Milestones and Risk Interdependencies
- Using Earned Value and Burn Rate Practices for Practical and Proactive Control
  - Trending Analysis
  - Performance Metrics
  - Status Reporting
  - Data Driven Management Decisions

Who Should Attend: Project managers, project administrators, team leads, and other professionals would benefit by taking this course.
### AMS118: Consulting Skills for Project Managers

**Course Description**

7 Professional Development Units / online 6  
7 Education Hours / online 6  

**Format/Duration:** 🕒 1 day  📚 6 Hours

Participants will be exposed to concepts and tools that will enable them to facilitate successful interventions. Building a consultant outlook, integrity and interpersonal dynamics comprise the course’s cornerstone. The transference of the knowledge will take place in an interactive atmosphere promoting hands-on exercises and insightful discussion. Upon completion, the attendees will have a working knowledge of all of the tools and processes they will need to understand the practice of professional consulting.

**Learning Objectives**

- Explain the function and role of consultants  
- Define the practice of consulting  
- Define and explore the personal competencies of the successful professional consultant  
- Understand the logical life cycle of a consulting assignment  
- Understand how to prepare for each phase in the consulting assignment life cycle  
- Discuss and implement strategies for the critical issues associated with each phase in the consulting assignment life cycle  
- Understand the integration of consulting best practices with project management requirements  
- Understand the steps to closing a consulting project

**Who Should Attend:** Project managers who wish to enhance their professionalism, relationship building, research-preparation skills, decision making and implementation skills would benefit from taking this course.

### AMS112: Negotiation and Influencing Skills

**Course Description**

14 Professional Development Units / online 12  
14 Education Hours / online 12

**Format/Duration:** 🕒 2 days  📚 12 Hours

Project Managers are faced with a unique challenge while managing team members and stakeholders – all without positional power or direct authority. In order to be successful, a project manager must skillfully market the ideas that matter and create compelling visions for their team members and stakeholders to adopt. This course will address the nuances of using persuasive communication, building trust and rapport in order to achieve project goals. It is comprised of interactive lecture, small group role-play and case study use. A reflective instrument designed to assess your negotiation and influencing competencies will also be utilized.

**Learning Objectives**

- Identify skills to assess the decision makers, stakeholders and the organizational pulse  
- Identify areas where we “stop and go” in influencing and negotiation  
- Design idea marketing strategies that work  
- Understand the elements of persuasive and effective communication  
- Ask the right questions, find commonalities and build trust and rapport with the project team  
- Build the right presentation to obtain buy-in based on your audience  
- Use persuasive methods to sway decisions in the project’s favor  
- Defining effective negotiation elements for repeatable success  
- Understand techniques and strategies for effective negotiation  
- Understand the human factors associated with achieving effective and lasting negotiation results

**Who Should Attend:** Project managers and project team members who wish to enhance their relationship building, influencing and negotiating skills would benefit from taking this course.
### AMS1023: PMO Development

**14 Professional Development Units/ on line 12**  
**14 Education Hours/ on line 12**  
**Format/Duration:** 2 days  
**12 Hours**

A survey by Forrester Research, Inc. asked 700+ information technology decision makers to rate the effectiveness of PMOs at improving project delivery within their organization. Varying by industry, many said their PMO was ineffective: chemicals and energy (33%), manufacturing (27%), finance and insurance (29%), distribution (31%), services (22%) and telecom and technology (16%).

This course, based on actual consulting case study scenarios (AMS PMO development assignments), will provide the participants with a detailed understanding of effective and non-effective practices with PMO design, development, cultural push-back, marketing, implementation and operating standards for successful and service-based Project Management Offices.

**Learning Objectives**
- Structure PMO development as another project effort and examine a consulting implementation template for PMO development
- Examine and implement strategies for the inherent cultural challenges the PMO faces within the organizational construct
- Understand the distinctions and “survival” rates between compliance and service based PMOs
- Examine and develop key metrics of success for the PMO
- Utilize best practices for consistency and value in Portfolio, Program, and Project management assistance - oversight
- Examine PMO market segmentation strategies
- Understand the need for a clear strategy for PMO public relations and marketing efforts

**Who Should Attend:** Corporate Executives, Directors, PMO Managers, PMO staff, and Project Managers would benefit from attending this course.

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### AMS273: Demystifying the Art of Public Speaking

**14 Professional Development Units/ on line 12**  
**14 Education Hours/ on line 12**  
**Format/Duration:** 2 days  
**12 Hours**

Most people blanch at the thought of standing in front of a group to give a speech. The original Book of Lists, first published in the 1970’s, includes a list of things people fear the most, and public speaking is rated number one! What is it about this commonly accepted business practice that people find so intimidating? More importantly, how can the average practitioner gain the confidence necessary to present in today’s boardrooms, sales meetings, project meetings and business expositions?

Demystifying the Art of Public Speaking was developed to help participants conquer their fears, understand their strengths, minimize their weaknesses, and identify their own personal style of addressing audiences, large and small. This two-day interactive program will explore the basics required of any successful presentation, and allow participants to practice their presentation skills in a safe and supportive environment. Through group discussion and a series of short video-taped presentations, participants get to see first hand, their strengths and potential areas for improvement. Professional, effective public speaking is not a right of birth; it is the end result of a continuous journey of trial and error combined with dedication and a positive belief system. Join us today and start your journey towards a more stress-free and successful business career!

**Learning Objectives**
- Gain insight into the human characteristics and behaviors that both support and hinder effective public speaking
- Review the traditional components required of any presentation, regardless of the length of the presentation, setting in which the presentation is delivered, or size of the audience
- Practice the time-tested techniques and approach used by professional speakers, including guidelines used by Toastmasters
- Receive tips used by professional speakers that you won't find in other public speaking programs
- Explore techniques dealing with the stress of making a presentation

**Who Should Attend:** Corporate Executives, Managers & Supervisors, Account Managers, Project Managers, Customer Service Representatives would benefit from attending this course.
AMS226: Increasing Focus and Effectiveness
14 Professional Development Units/ on line 12
14 Education Hours/ on line 12

**Format/Duration:** 2 days  12 Hours

This course is designed to offer managers a different look at the underlying dynamics of focus and energy, and those daily distractions such as stress and conflict that can negatively affect productivity. The discussion moves away from the mechanical tools of time, stress and conflict management and steers the participant to a discussion regarding the mental and humanistic aspects of "fitting it all in" while maintaining perspective and balance. This course is delivered using a combination of short lecture, exercises, and group discussion. The end result is a manager who better understands life/work balance, who can then relate these concepts to his/her team members.

**Learning Objectives**
- Examine how identifying personal values and a "corporate value match" allow for a more focused and energy efficient choice of priorities
- Discuss how a lack of value identification and prioritization leads to fragmented focus, stress and overwhelm
- Learn how time and energy are ultimately linked and how energy affects time
- Understand the "mental tools" and distinctions that allow us to stay in the moment and consciously direct our focus and energy
- Identify the inherent and consistent factors involved with different types of business and personal conflict
- Understand the causes of the conflict and build an awareness of the psychological drivers
- Handle communication problems and personality clashes effectively and efficiently
- Examine the role of group-think and ego in the establishment of thinking and decision making systems

**Who Should Attend:** Project managers, managers, project administrators, team leads, and other professionals who want to actively learn how to increase their focus and effectiveness on the job would benefit from taking this course.

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AMS170: Modeling and Understanding Business Process
21 Professional Development Units/ on line 18
21 Education Hours/ on line 18

**Format/Duration:** 3 days  18 Hours

Defining sound requirements early is a foundational element of the Business Analyst’s role. In order to be successful in this role, the Business Analyst must be an effective bridge between the business and information technology “camps”. Understanding, modeling and communicating business process requirements, expectations and our core expectations of the effective Business Analyst. This course will provide the participant with a “tools-based” training experience in business process modeling best practices and applications.

**Learning Objectives**
- Define the process improvement and process modeling link
- Define the distinct phases of business process improvement
- Understand the roles of the business analyst in process modeling
- Understand and utilize various modeling and mapping techniques
- Create and communicate process benchmarks and metrics
- Understand and utilize various analysis techniques
- Develop strategies for new process design
- Conducting Cost Benefit Analysis
- Developing and controlling implementation plans

**Who Should Attend:** Project managers, Business Analysts, technology leads, team leads, team members, and those who wish to gain the understanding of how to develop and model a higher level of business process cognizance.
AMS166: Project Communication and Stakeholder Management
14 Professional Development Units/ on line 12
14 Education Hours/ on line 12
Format/Duration: 2 days 12 Hours

As project and program managers are always judged at the end of things: phases, milestones, projects, etc., some of which are long and arduous. The ability to develop and manage productive relationships borders on art form and is a critical success factor for senior project/program managers. As project/program efforts approach the large and complex level, the level of stakeholder and stakeholder interaction increases. We must increase our level of professionalism and preparedness to match this challenge. This course will introduce the participant to tools, mechanics and interpersonal distinctions involved in successful and sustained communication and stakeholder management.

Learning Objectives
• Define the roles (formal & informal) of the stakeholder
• Define the role that transparency and communication play in stakeholder management
• Utilize the stakeholder analysis to develop the elements of the Communications Plan
• Learn how to manage and transform unreasonable requests
• Structure the change management and configuration processes
• Develop the Stakeholder Management Plan and Relationship Milestones
• Understand the challenges of managing politics, protocol and organizational agendas

Who Should Attend: Technology project managers, customer project managers, technology project team members and those who wish to gain the understanding of customer and project team integration would benefit from taking this course.

AMS136: Preparing for the PMP Exam
14 Professional Development Units/ on line 12
14 Education Hours/ on line 12
Format/Duration: 2 days 12 Hours

This two-day course prepares participants for the Project Management Institute’s Project Management Professional (PMP) exam, 3rd edition. Attendees will participate in a review course with sample questions and scenarios likely to be encountered during the test.

Learning Objectives
• Review the PMBOK® process areas that the PMP® test is derived from
• Test your knowledge with chapter question exams and a mock exam upon completion of all chapters
• Outline/uncover those areas in which you feel most/least proficient
• Find out what you need and do not need to study and pass the exam

Who Should Attend: Individuals preparing for the PMP exam should take this course.
Delivery Models

On-Site Training

AMS On-Site Training events offer businesses the ability to choose from our entire catalog of training programs and then customize the delivery to meet all of their industry vertical needs.

AMS prides itself on the quality of our facilitators and depth of material content. All programs are highly interactive, experience based and will render immediate usable skill enhancements, methods and best practices.

Benefits to AMS On-Site Training:
- Scheduling flexibility to accommodate participant and group schedules
- Baseline pre-class competencies and post program measurements
- AMS will host a client portal to track registrations, completions and associated accreditations
- Highly experienced and trained team of Sr. Consultant facilitators to ensure quality
- Offering the full inventory of AMS programs
- Detailed desk reference quality materials
- Customization options via a best practice development methodology
- Programs offering industry and academic accreditation
- Standardized facilitation methodology to enhance the transfer of knowledge
- Per day, not per head pricing packages to accommodate volume and large groups

On-Demand.eduSM (Self-Paced On-line Training)

AMS On-Demand.eduSM leverages our vast inventory of intellectual property and presents it on a leading technology platform that is easy to use, capable of providing immediate knowledge transfer and has various multimedia options for student/instructor interaction and collaboration, such as, blogs and live instructor chat. Whether you work in the self-paced model or complement the learning path with options from our Blended Learning Suite, you can be assured that the learning experience will be robust.

Benefits to AMS On-Demand.eduSM:
- User friendly interface
- Java and HTML code to avoid firewall/security issues
- 24/7/365 technical support and on-line user guide
- Standardized learning process to enhance knowledge transfer
- Collaboration tools to promote knowledge cross-pollination
- Personalized content/learning path for each individual user
- Measurable knowledge transfer via the "knowledge challenge" system
- Data collection to interface with all LMS's
- Downloadable material to ensure "walk-away" value
- SME support and accessibility for all programs
- Blended Learning Solutions to enhance corporate programs
- Industry leading AMS content and instructional design
- Multi-course/user license packs
- Always virtual, never alone
Delivery Models

Virtual Classroom<sup>SM</sup> (Live On-line Training)

AMS Virtual Classroom<sup>SM</sup> events are a convenient way to experience direct interaction with a senior consultant without the costs associated with travel to off-site locations and public training venues. This convenient method of attending training is cost effective while still offering all of the benefits of face-to-face delivery.

AMS has created best practices for delivering virtual training that will set the industry standard through our "bring the classroom on-line" approach, affording participants the ability to interact with the presenter and even network with other students. Through the combination of live blogs, controlled VoIP and live audio/video webcasting within the training portal, we are able to effectively simulate the classroom learning experience.

Benefits to AMS Virtual Classroom<sup>SM</sup>:
- User friendly interface, powered by the award winning WebEx™ technology
- Various delivery lengths, price points and schedules allowing for total participant control (see below)
- At your desk convenience reduces travel cost and down time
- Customization options for “anchor” companies and internalized programs
- Full AMS inventory of over 200 programs available for custom delivery
- Blended learning options available
- Highly experienced and trained team of senior consultant facilitators to ensure quality
- Programs offering industry and academic accreditation
- Standardized best practice facilitation methodology to enhance the transfer of knowledge

Blended Learning Solutions (BLS)

AMS Blended Learning Solutions (BLS) allows organizations to take advantage of the most effective means to access knowledge within their individual corporate setting. In response to the fact that companies and individuals are beginning to “learn differently” as well as having a heightened awareness around the costs associated with on-site training, AMS has created BLS to address the challenges associated with today’s dynamic work environment. Any one or all of the following delivery vehicles can be combined to create a fully customized learning experience. The AMS Blended Learning Solution suite focuses on the following consists of the following models:

- **On-Site Training**: As the cornerstone of the BLS solution suite, AMS instructor led training programs offer comprehensive study guides, expert facilitators and access to our Case Based Learning Experience (CBLE) which offers a tiered process for customization.

- **Virtual Classroom<sup>SM</sup> (Live On-line Training)**: AMS Virtual Classroom<sup>SM</sup> events are a convenient way to experience direct interaction with a senior consultant without the costs associated with travel to off-site locations and public training venues. This method of attending training is cost effective while still offering all of the benefits of face-to-face delivery. AMS has created best practices for delivering virtual training that will set the industry standard through our "bring the classroom on-line" approach, affording participants the ability to interact with the presenter and even network with other students. Through the combination of live blogs, controlled VoIP and live audio/video webcasting within the training portal, we are able to effectively simulate the classroom experience.

- **On-Demand.edu<sup>SM</sup> (Self-Paced On-line Training)**: AMS On-Demand.edu<sup>SM</sup> leverages our vast inventory of intellectual property and presents it on a leading technology platform that is easy to use, capable of providing immediate knowledge transfer and has various multimedia options for student/instructor interaction such as blogs and live instructor chat. Whether you work in the self-paced model or complement the learning path with options from our Blended Learning Suite, you can be assured that the learning experience will be robust.

- **PodCast**: AMS offers "learning snippets" derived from selected training programs, article/whitepaper content and other recorded media that our team creates from research. This completely mobile distribution of content is perfect for business travelers, students or anyone seeking "on-the-go information." All of the above BLS components can stand independent or mix and match to meet your exact needs. They are all supported by the AMS Advantage value points and can be guided via the CBLE customization model.
The PMCA is a web-based instrument that measures critical project manager competencies in business, personal, interpersonal and management areas. It is presented to assist individuals and organizations that are trying to baseline training paths, development plans and strategy with core best practices in project management skill sets. This tool uses the AMS competency guide as well as, other inventoried best practices to create a vertically aligned database. Each result will baseline the participant against specific items noted by their industry classification. Each report is reviewed by an AMS Senior Consultant prior to return, ensuring that the practical aspects of leadership have also been taken into consideration. The assessment is web based and can be completed within 20 minutes. Cost of an individual license is $50.00 (USD).

Single section of assessment preview:
**Service:** Training  
**Solution Suite:** Business Development, Business Analysis, Professional Development, Project Management  
**Best Practice:** PIE (Practical. Interactive. Experiential) System: Learning

The PIE System is comprised of Design, Experience, and Relationship components. In our training vertical, these components are executed through pre-work, delivery, and sustainability phases.
### Testimonials

**“I would like to thank the AMS team for the high caliber performance in support of implementing our new Program Management Office. The quality of deliverables and knowledge provided by AMS while assisting with the PMO implementation was top notch, and consistently demonstrated that AMS has deep roots in complex, real-world program management.”**

*Dave Hobson*
*Director of Program Controls and Information Systems*
*DRS Technologies*

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**“As you know AMS is nearing completion of the contracted work with Mercury. I wanted to take this opportunity to share with you what an absolutely wonderful experience it has been working with your entire team, particularly Tom Flynn. All aspects of the project, from assessment through deployment, have been handled in a highly professional manner. It is clear that Tom wholeheartedly believes in the philosophies, practices and tools he teaches and utilizes them in his own dealings with your clients. After working extensively with Tom, Mercury now has a flexible Life Cycle Process with ISO documentation to back up the Project Management best practices recommended by AMS. In addition we have implemented a Project Support Office to champion these new practices. I would also like to thank Tom for all the support he provided to us in preparation for our ISO audit. When the scope of our original engagement with AMS increased Tom did everything he could to make sure we were prepared even though the timeline was very tight. Along with developing a best practice process that would work at Mercury and creating the documentation to support it, Tom provided several key training classes for our associates. Tom's dynamic teaching style and his obvious practical experience created truly value added classes...........training attendance and feedback has never been better! I would not hesitate to recommend AMS to any potential client. It has been a pleasure working with your entire team.”**

*Jennifer Brochu*
*Manager, Project Support Office*
*Mercury Computer Systems, Inc.*

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**“The training has been delivered effectively, comprehensively and with interest to one of the toughest audiences, hardnosed project managers. A measure of this success is reflected in the fact that all students (over 50) who have taken the PMP certification exam have passed with flying colors.”**

*Richard Humphrey*
*Chairman, PM Steering Committee*
*Westinghouse Government Services Group*
### Program Development Team

<table>
<thead>
<tr>
<th>Tom Flynn, P.E., PMP</th>
<th>Phil Ventresca, MBA</th>
<th>Darrel Raynor</th>
</tr>
</thead>
<tbody>
<tr>
<td>VP, Consulting Services / Principal Consultant</td>
<td>CEO/Founder</td>
<td>Principal Consultant</td>
</tr>
<tr>
<td>A founding partner and Vice President of Consulting Services at Advanced Management Services, Inc., Tom has initiated and spearheaded the development of the Project and Program Management Division which helped transform AMS into its current position as a leader in the Project Management Consulting and Training industry. In addition to his technical project management competencies, he also utilizes his extensive training and experience in conflict management-resolution, change management and human development to successfully coach and mentor senior executives, project managers and project team personnel. A recognized subject matter expert in the field of human development, Tom currently works with a wide range of clients from CEOs to project team resources in formal coaching and mentoring programs. 35+ years in the martial and cultural arts, coupled with his experience with, understanding of, and formal training in the behavioral psychology field, he has developed a keen intuitive sense and a direct and effective approach.</td>
<td>Phil Ventresca is Founder, CEO and President of Advanced Management Services, Inc. (AMS), a full service management consultancy servicing an international client base. Since founding AMS nearly two decades ago Phil has lead the organization to becoming an internationally recognized provider of Consulting, Training and Assessment services. He has personally assisted many of the firms Fortune 50/100/500 clients with the creation of organizational and performance based solutions. Phil has designed business methodologies, processes and personnel performance plans for organizations such as, AT&amp;T, Fidelity, The Hartford and many more. Phil maintains an active role providing executive coaching and account solution development for the AMS family of clients. As an entrepreneur Phil has founded AMS Aviation and PTV Equity both wholly owned subsidiaries of AMS.</td>
<td>Darrel Raynor is a senior technology executive, consultant, and turnaround specialist with over twenty years of leadership experience streamlining operations, systems, people, and projects. He increases margin and profit, and decreases organization friction internally and externally with customers, vendors, and partners. Problem solving, process improvement, and operations optimization are his passion. He has succeeded in global operations executive and senior technical leadership roles, organization restructuring, project management, program management, business analysis, software application development, project recapture, and acquisition evaluation and integration. He has recovered projects and organizations and managed major new technology enterprise financial and other software development and integration efforts.</td>
</tr>
</tbody>
</table>

© Advanced Management Services, Inc. (AMS)
Professional Business Analysis Certificate (PBAC)
Program Development Team

Jeff Stempien, PMP, MBA
Principal Consultant

Jeff is a business professional and consultant with 30 years of experience in transportation, logistics, and supply chain management. He has held senior and executive positions with leading transportation service providers and was most recently the Director of European Logistics for a leading chemical company based in Lausanne, Switzerland. His practical experience includes direct management of large international integrated transportation services, coordination of global supply chain networks, and new business development. One of his last assignments was to lead a project team in the complete analysis of the transportation infrastructure of the Republic of Russia for the US Department of State.

Jeff has managed and overseen the development of international sales organizations designing and deploying the process necessary to meet objectives.

Pearl Maxwell, Ph.D.
Principal Consultant

Since 1989, Pearl has developed a successful career as an organizational development practitioner, professional trainer and keynote speaker. She possesses a unique skill that combines adult learning models, personal experiences and humor to engage organizations and create successful improvement efforts and productive learning sessions.

Pearl has extensive experience working with process improvement and reengineering initiatives helping clients, such as SCC, Sprint, Rehab Care, Symphony Health Services, to create functional business models for enhanced organizational productivity.

Ori Schibi
Principal Consultant

Ori is a Management Consultant with Project/Program Management and Business Analysis expertise, is an 18-year veteran in project/program management, business analysis, training and consulting in the areas of strategy, pandemic planning, business process improvement, change management and project turnarounds. His expertise includes customer relationship management, process improvement, system implementation rollouts and establishing program management offices.

Ori has led a team of business analysts for Reuters, reduced costs, enhanced training methodologies, improved data accuracy to 95% and reduced analysis time by 75%. His high energy combined with strong leadership skills has resulted in a strong track record of delivering outstanding results and performance. Ori specializes in all planning elements of projects and programs and in project turnarounds, with focus on communications, relationship and stakeholder management, negotiations and leadership. Special attention is given to the development and application of value-added techniques that improve overall team performance.
AMS Advantage

Benefits to our clients are driven by the key value points that make up the AMS Advantage:

- Fully owned copyright allows for flexibility in customization of training programs.
- Executive level consultants with an average of 20 years specific industry and subject matter expertise.
- Licensing of specific training materials to corporate training departments and Universities.
- Learning Management System (LMS) to support curriculum based training solutions.
- Best in Class Implementation Methodology to ensure the highest levels of service.
- Account management structure to support client needs.
- Cross industry experience to promote creative client solutions.
- Priced competitively with a focus on value added solutions.
- Team and client portal to ensure collaboration and communication.
- Client facing Lessons Learned Analysis (LLA) at the close of every project.
- Project communications structure to ensure multiple consultants are briefed on client projects.
- Domestic and international resources to provide the right consultant, at the right time, in the right place.
- Best Practice tools and processes to support our solutions.
- Industry specific accreditations and academic credit for specific programs.
- Articles, published works and benchmark research available for our client family.
- Monthly Newsletter highlighting current trends, new products and industry news.
About PMI Accreditation

As Registered Education Providers we can offer professional development units towards your preparation for the PMP, PgM, and CAPM exams and for maintaining your PMI certification.

Obtaining your PMP
The PMP Role Delineation states that candidates for the PMP credential:

- Perform their duties under general supervision and are responsible for all aspects of the project for the life of the project
- Lead and direct cross-functional teams to deliver projects within the constraints of schedule, budget, and scope
- Demonstrate sufficient knowledge and experience to appropriately apply a methodology to projects that have reasonably well-defined project requirements and deliverables

To be eligible for the PMP credential, you must meet certain educational and professional experience requirements. All project management experience must have been accrued within the last eight consecutive years prior to your application submission.

<table>
<thead>
<tr>
<th>Educational Background</th>
<th>Project Management Experience</th>
<th>Project Management Education</th>
</tr>
</thead>
<tbody>
<tr>
<td>High school diploma, associate's degree or global equivalent</td>
<td>Minimum five years/60 months unique non-overlapping professional project management experience during which at least 7,500 hours were spent leading and directing project tasks</td>
<td>35 contact hours of formal education</td>
</tr>
<tr>
<td>Bachelor's degree or global equivalent</td>
<td>Minimum three years/36 months unique non-overlapping professional project management experience during which at least 4,500 hours were spent leading and directing project tasks</td>
<td>35 contact hours of formal education</td>
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</tbody>
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OR

Maintaining your PMP
Once you have attained the PMP credential, you must participate in the Continuing Certification Requirements (CCR) program to maintain an active certification status. The PMP certification cycle lasts three calendar years. During that cycle, you must attain no less than 60 Professional Development Units (PDUs) toward credential maintenance.

Obtaining your CAPM
To be eligible for the CAPM credential, you must meet certain educational and professional experience requirements. At minimum, you need a high school diploma or global equivalent and must meet one of the following eligibility requirements.

<table>
<thead>
<tr>
<th>Educational Background</th>
<th>Project Management Experience</th>
<th>Project Management Education</th>
</tr>
</thead>
<tbody>
<tr>
<td>High School diploma, associate's degree or global equivalent AND 1,500 hours of professional experience on a project management team</td>
<td>23 contact hours of formal education</td>
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</tbody>
</table>

Maintaining your CAPM
Once you pass the CAPM examination, you are certified for a period of five years. Before the end of your five-year certification period, you have the option to renew your CAPM credential or, if eligible, you may apply for the Project Management Professional (PMP®) credential. Credential renewal assures employers, peers, and project team members that you are versed in the most current project management processes and terminology.

Overview of Process to Renew your CAPM Credential
1. Submit the online application for renewal
2. Reaffirm PMI Code of Ethics and Professional Conduct and the PMI Certification Application/Renewal Agreement
3. Submit the appropriate credential renewal fee and PMI will e-mail you a web link to the examination scheduling instructions
4. Schedule, sit for and pass the CAPM examination
5. Receive a new certificate with your original credential number and certification cycle dates