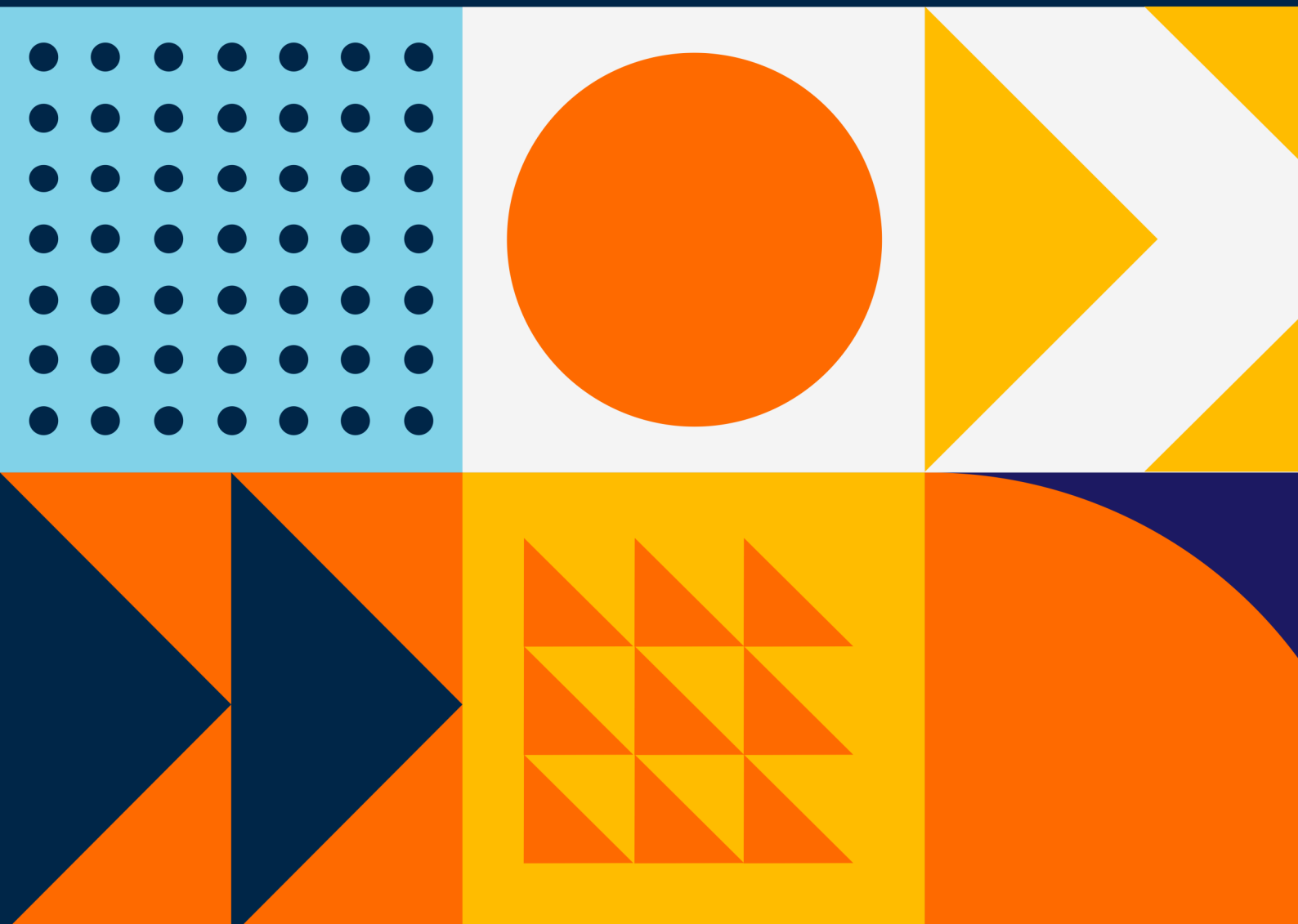




We do **IT**  
to inspire.

Project and Program Management:

**CAPM® Certification Training Course**





About Us

# who we are.

Averest is one of the leading and fast-growing companies specialising in Information Technologies, Cyber Security, Cloud Computing, DevOps, Artificial Intelligence, Agile and Scrum, and Project Management, which is based in the United Kingdom and Turkey. Averest provides high-quality tech-accredited training and business solutions to its clients on these topics and more.



## Why You Should Learn With Us?

We offer accredited Programs that are available for anyone wishing to acquire skills and gain professional certification to take their career to the next level.

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Program

# CAPM® Certification Training Course

## Overview

Our CAPM Certification Training Course is designed to introduce you to the fundamentals of project management, including the 10 knowledge areas and five process groups established by the PMI. The CAPM credential is aimed at provide participants with the knowledge and practise tests required for entry-level roles in project management. If successful, it might serve as the initial stepping stone toward a professional career in the area. Furthermore, the CAPM is a valuable tool that will set you apart in the job market and boost your credibility and efficacy while working in project teams regardless of where you are in your professional journey. The course is designed to help students prepare for the CAPM certification exam by providing a thorough grounding in the fundamentals of project management.

## What You Will Learn?

- Obtain an understanding of how project management affects business
- Create a charter
- Identify stakeholders
- Create a project management plan
- Create a schedule, create a budget
- Create a risk register
- Create various management plans.
- Analyze project risks
- Address project-related procurement
- Execute the plan, monitor, and control it as needed. Close the project, including project and contract closeout.

## Course Key Features

- CAPM® simulation exams
- Examine the PMBOK® Guide exam preparation tools and techniques for success.
- Scenarios and case studies included
- Course completion certificate
- 23 PMI PDUs offered

## Eligibility

The CAPM course is ideal for professionals who wish to advance their skills in the rapidly expanding project

Program

# CAPM® Certification Training Course

management field. This certification is ideal for project associates or executives, as well as any professional aspiring to enter the project management field.

Program

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## Program Outline

### Introduction

- Defining project management across the project life cycle
- Identifying the role of the project manager
- Analyzing organizational influences on projects
- Outlining process groups and knowledge areas
- Evaluating the standard for managing projects

### Managing Schedule and Budget

- Completing the project on time
- -Defining and sequencing activities
- -Estimating activity resources and durations
- -Determining and controlling the schedule
- Planning and managing the project cost

### Investigating Project Integration and Scope

- Integrating the PMBOK® Guide processes
- -Developing the project charter
- -Coordinating content of the project management plan
- -Performing project work
- -Controlling changes throughout the project
- Defining and managing project scope
- -Defining and facilitating stakeholder requirements
- -Developing detailed project and product descriptions
- -Creating the Work Breakdown Structure (WBS)
- -Validating the scope

### Addressing Project Quality

- Quality planning
- -Identifying project quality standards and requirements
- -Determining project quality activities
- -Demonstrating compliance with the quality approach

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- -Developing project budgets
- -Applying Earned Value Management (EVM) basics
- -Controlling costs

## Human Resource, Communication and Procurement Processes

- Identifying roles, responsibilities and skills
- -Utilizing hierarchical and matrix charts (RAM & RACI)
- -Enhancing project performance through team development and improved competencies
- -Managing the project team
- Ensuring timely project communication
- -Addressing stakeholder information needs
- -Distributing information
- -Collecting and distributing project information
- Procurement management
- -Planning project procurement and identifying sellers
- -Obtaining seller responses and awarding contracts
- -Managing procurement relationships
- -Monitoring contract performance
- -Closing each project procurement

- Quality assurance and control
- -Ensuring adherence to quality guidelines
- -Monitoring and measuring quality results

## Risk and Stakeholder Management

- Planning for risk
- -Assessing and documenting risks
- -Performing qualitative and quantitative risk analysis
- -Planning appropriate risk responses
- Monitoring and controlling risks
- -Tracking identified risks and risk triggers
- -Re-evaluating existing risks and identifying new ones
- -Developing risk response plans as required
- Managing stakeholders
- -Identifying internal and external project stakeholders
- -Managing stakeholder engagement

## Preparing for the Exam

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- Planning for test day
- -Gaining insight into the exam process
- -Applying proven tips for exam success
- -Optimizing study time
- Assessing your exam preparedness
- -Identifying your strengths and weaknesses
- -Designing a personalized study plan that works for you
- -Reviewing the exam application process



Program

# CAPM® Certification Training Course

## Program Schedule

10-12 Oct 2022	Istanbul , Turkey	<b>CAPM® Certification Training Course</b> In-Class , 09:00 - 16:00 , UTC +03:00
17-19 Oct 2022	City of London , United Kingdom	<b>CAPM® Certification Training Course</b> In-Class , 09:00 - 16:00 , UTC +03:00
07-09 Nov 2022	Istanbul , Turkey	<b>CAPM® Certification Training Course</b> In-Class , 09:00 - 16:00 , UTC +03:00
14-16 Nov 2022	City of London , United Kingdom	<b>CAPM® Certification Training Course</b> In-Class , 09:00 - 16:00 , UTC +03:00
21-23 Nov 2022	-	<b>CAPM® Certification Training Course</b> Online Instructor-Led , 09:00 - 16:00 , UTC +03:00
12-14 Dec 2022	Istanbul , Turkey	<b>CAPM® Certification Training Course</b> In-Class , 09:00 - 16:00 , UTC +03:00



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