



# Method's Crash PMP® Certification Preparation Program

## Saturday Classes



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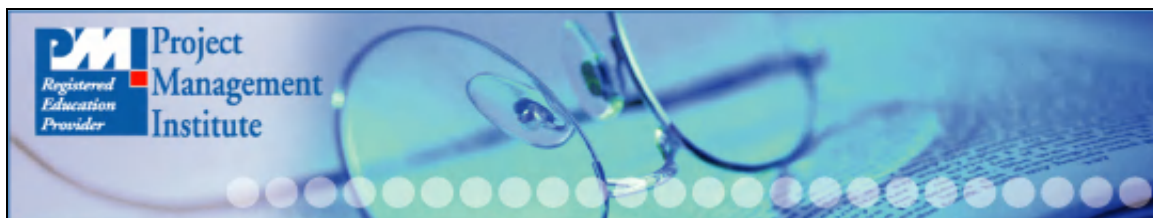
## 1 About The Program

This exceptional Project Management Learning Program includes **classroom learning, online learning, MS Project 2010 Fundamentals, certification preparation, exam,** and PMI® membership (optional).

It is a full package of:

1. **12 hours** classroom learning covering the main topics of PMP® delivered over **2 Saturdays** to meet your busy schedule.
2. **Three months access** to the **35-hour** first Online PMP® Learning based on PMI® PMBOK® 4th edition launched world wide led personally by Ammar W. Mango, CSSBB®, PMP®, PgMP®, PSP®. You can take this online program anytime you can during the three months period. The program is accredited by PMI® and is accepted as an **official fulfillment of the PMI® learning requirements.**
3. A one-day **Microsoft Project 2010 based on PMI® best practices** is also included in this unique package to help project managers using MS Project in managing their projects and to give assistance to follow PMI® best practices in project management. This day is delivered on another Saturday.
4. **PMP® Simulation-Exam access: A free access** to Method PMP® Simulation-Exam is also included in this program. This part helps you get ready and assess your readiness to apply for PMI® exams. Using tested and revised exams simulation built on PM learning experience, PMI® Exams Specifications, and the *PMBOK® Guide*.
5. **A promise from Method for you to re-take parts 1,2, and 4** (above) for free if you do not pass your PMP® exam on your first run.

This program is especially designed for people with tight schedules. It combines the **flexibility and the quality** of the online program offered by Ammar W. Mango with the live interaction and hands-on experience offered by the **classroom and lab sessions.**





This program is conducted by 3 highly professional instructors:

1. **Mr. Ammar W. Mango, CSSBB<sup>®</sup>, PMP<sup>®</sup>, PgMP<sup>®</sup>, PSP<sup>®</sup>:** A world-class Project Management Expert with an exceptional reputation for quality and leadership.
2. **Mr. Mohammad Amawi, PMP<sup>®</sup>, PMOC<sup>®</sup>:** A superior PM instructor and the Previous President of PMI<sup>®</sup> Jordan Chapter.
3. **Eman Nairoukh, PMP<sup>®</sup>, MCTS, MCITP, MCT:** A solid Microsoft EPM consultant and deployment leader who has led many organization-wide deployment and customization projects of EPM for many leading organizations.





## 2 Target Audience

Persons interested in taking and passing the PMP® exam on their first try, in addition to Project Managers, Functional Managers, and team members who are looking for an understanding of project management, and who are looking for practical but effective ways to implement proper project management principles and methodologies on their projects.





## 3 Program Description

### 3.1 Program Objectives

- The program covers all knowledge areas of Project Management comprising :
  - Project Management Integration
  - Project Scope Management
  - Project Time Management
  - Project Cost Management
  - Project Quality Management
  - Project Human Resources Management
  - Project Communication Management
  - Project Risk Management
  - Project Procurement Management
- Providing comprehensive, high quality project management learning. This learning empowers Project Managers to boost their organizations' project performance. They will learn how to greatly improve their project success rates through project management methods including Quality Assurance measures. These methods will help them deliver "Outstanding Projects" on time, within budget, and meeting or exceeding customer requirements.
- Creating internal expertise in the domain of Project Management through giving candidates the knowledge needed to be project management professionals.
- Helping candidates attain the highly accredited Project Management Professional (PMP®) Certification.
- Helping candidates get an overview of using MS Project as a tool to manage their projects.

### 3.2 Program Contents

#### 3.2.1 PMP® Classroom Learning

- Project Management Fundamentals
- Step-by-Step Project Management
- PMP® Exam preparation overview





### 3.2.2 Online PMP® Learning

- Getting Started
- Passing the PMP® Exam
- Part 1: The Project Management Framework
  - Module1: Introduction
  - Module2: Project Lifecycle and Organization
  - Module3: Project Management Processes & Knowledge Areas
- Part 2: The Project Management Process Groups
  - Module4: Project Initiating Process Group
  - Module5: Project Planning Process group - Introduction
  - Module6: Project Planning Process Group - Scope Baseline
  - Module7: Project Planning Process Group - Schedule Baseline
  - Module8: Project Planning Process Group - Cost and Quality Baselines
  - Module9: Project Planning Process Group - Prepare HR, Communication& Procurement Plans
  - Module10: Project Planning Process Group - Risk Register
  - Module11: Project Executing Process Group
  - Module12: Project Monitoring & Controlling Process Group
  - Module13: Project Closing Process Group
- Part 3: Appendices
  - Module14: Professional Responsibility
  - Module15: Complete Case Study
  - Module16: Final Practice Exam

### 3.2.3 MS Project 2010 Overview

The topics covered include:

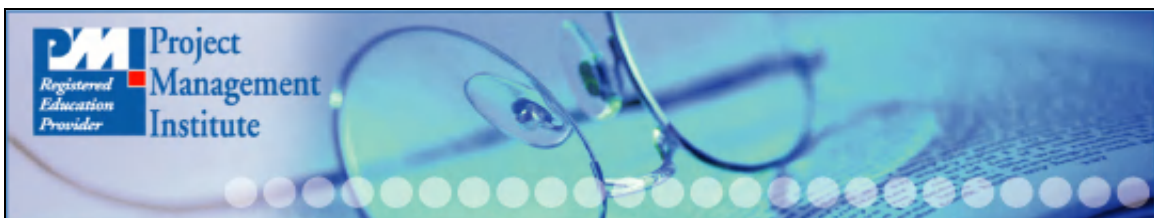
1. Initiating a Project
  - 1.1. Starting a project
  - 1.2. Setting Project Information
  - 1.3. Setting the calendar
  - 1.4. Defining Resources
  - 1.5. Entering costs for resources
2. Planning the project
  - 2.1. Defining Tasks (PMBOK®: Activity Definition)
  - 2.2. Duration Estimation (PMBOK®: Activity Duration Estimation)
  - 2.3. Defining Tasks Sequencing (PMBOK®: Activity Sequencing)



- 2.4. Assigning Resources (PMBOK®: Activity Resource Estimation)
3. Schedule Development (PMBOK: Schedule Development)
  - 3.1. Reviewing Critical Path
  - 3.2. Reviewing Over allocated Resources
  - 3.3. Saving Baseline
4. Executing the Project
  - 4.1. Updating work progress
5. Monitoring and Controlling the Project
6. Closing the project

### **3.3 Material Provided:**

- Learning manual:
  - Power point slides
  - Case Studies
  - Exercises and quizzes
  - PMP® Mock Exam (200 questions) with answers and explanations
- PMBOK® Guide 4<sup>th</sup> edition
- Course completion certificates by Method as a Registered Education Provider of the PMI®:
  - Completion Attendance Certificate of 47 hours on PMP® Learning.
  - Completion Attendance Certificate of 4 hours on MS Project Learning.





### 3.4 Free Simulation Exam

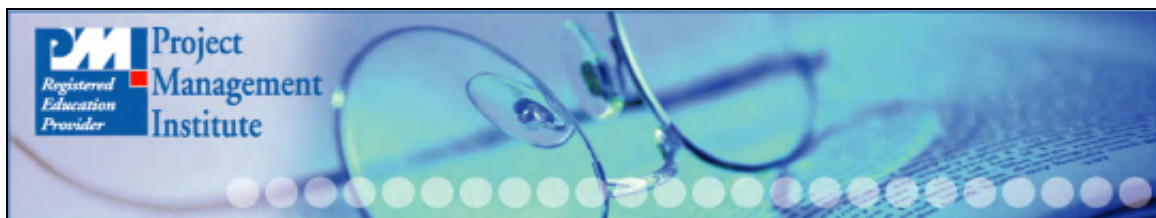
There are so many sample exam questions out there on the internet and in books, but you will find out that none will be more helpful to help you assess your readiness to take the exam. Our 200 sample exam questions have been proven by many of our clients who took the actual exam to give you an indication of your readiness. The vast majority of clients find their score on the actual exam within ten points from their score on our sample exam.

*“My score on the actual exam was very close to my score on the exam simulation provided by Method.”*

***M. Arja, Applications Manager - Pepsi.***

This did not come by coincidence, as the designer of these questions; Mr. Ammar W. Mango is a veteran PMP® trainer with twenty years of experience. He also has served as a volunteer to develop PMP® exam questions in the past.

The design of the PMP® sample questions in Method’s PMP® Exam Simulation was done based on careful review of the PMP® Exam Specifications of the latest PMP® exam questions.





### 3.5 PMI® Standards applied in this Program

While many Project Management learning companies focus solely on the PMBOK®, Method learning program goes beyond the PMBOK® to apply PMI® best practices and standards identified in five important PMI® standards which are:

- **Standard One: Guide to the Project Management Body of Knowledge, fourth edition (PMBOK® 2008)** is the American National Standard Institute (ANSI) approved reference for project management. This standard is used to build the material in accordance to PMI's terminology and spirit in implementing project management
- **Standard Two: Project Management Competency Development Framework (PMCDF)** identifies the core elements of competency for project managers and provides key information on how to build these competencies.  
This valuable standard is used to ensure that competency development activities during the program cover the core competencies identified by this standard and follows effective practices in building these competencies.
- **Standard Three: Organizational Project Management Maturity Model (OPM3)** provides description of the core elements of organizational maturity in project management. Unlike other programs, Method's comprehensive program also covers organizational maturity issues that greatly influence the project manager's ability to effectively and successfully manage projects.
- **Standard Four: Registered Education Provider standards (REP®)** which ensure that Method as one of the leading global registered education providers of PMI® follows the learning guidelines and quality standards set by PMI for its providers. PMI® reviewed method learning methodology and material and based on this review gave Method the REP® designation indicating PMI's approval of Method's curriculum and methodology in learning project management.
- **Standard Five: Code of Professional Conduct (CPC)** that stresses the ethical values and professionalism in project management.





## 4 Program Leaders

### 4.1.1 Short Biography of the of the Online PMP® Exam Preparation Learning Leader

#### **Ammar W. Mango, CSSBB®, PMP®, PgMP®, PSP®**

Pioneer in the domain of project management, with twenty years of progressive experience. Considered a regional leader in the field, Mr. Mango enjoys an incomparable profile as a project management consultant, trainer, and advocate.

- Twenty years experience in Consulting and Learning on the subject of Project Management.
- Global experience spanning four continents.
- The 733rd PMP® to be certified worldwide in 1991. (About 250,000 PMPs are certified today)
- Certified Six Sigma Black Belt (2nd in Middle East).
- Certified Program Management.
- Published author (articles, research, learning material, and new book).
- Daily business columnist on organizational leadership and project management in the Jordan Times.
- First author of PMP® online learning in the Middle East.
- Reputable clients list including Fortune 500 companies and global organizations like Visteon Systems (USA), Ford Motor (USA), Detroit Edison (USA), Fermi II Nuclear Plant (USA), Qatar Petroleum (Qatar), Saudi Telecom Company (KSA), Al Fotaim Group (UAE), Aramco (KSA), Arab Bank (Jordan), Jordan Telecom (Jordan) and many many more.
- Served as VP Education, PMI® Great Lakes Chapter in 1993, and is the founder of the PMI® Jordanian Chapter.
- Contributor in PMI® research and development efforts.





#### 4.1.2 Short Biography of the two Saturdays of PMP® Classroom Learning Leader

##### **Mohammed Amawi, PMP®, PMOC®**

- The Previous President of Project Management Institute- Jordan Chapter. Mr. Amawi was the previous President of PMI's Jordan Chapter also he has participated with the chapter in implementing several initiatives that aim at raising the awareness about the value of project management as a discipline and a profession even before his presidency period.
- A certified Project Management Professional (PMP®) with proven track record in managing technical assistance projects for public and private sector organizations aiming at improving their competitiveness and performance. Responsibilities included monitoring and managing the project's scope, schedule, cost and quality of deliverables as well as the project team.
- A trainer in Project Management across several sectors in Jordan and other countries in the region such as Sudan and Saudi Arabia.
- Extensive experience in instituting change within government institutions with the aim of enhancing the competitiveness of the private sector. Experience in the areas of institutional development and capacity building both in the public and private sectors, public sector reform, licensing streamlining, industrial operations and management as well as development projects management.
- Project Manager for several USAID, DfID & EU funded projects.





### 4.1.3 Short Biography of the MS Project Overview Learning Leader

#### **Eman Nairoukh, PMP<sup>®</sup>, MCTS, MCITP, MCT**

Ms. Eman Nairoukh is a certified PMP<sup>®</sup> (Project Management Professional) by the PMI<sup>®</sup> (Project Management Institute) and certified as MCTS (Microsoft Office Project Server 2007, Managing Projects) and (Microsoft Office Project 2007, Managing Projects) by Microsoft with over ten years of experience.

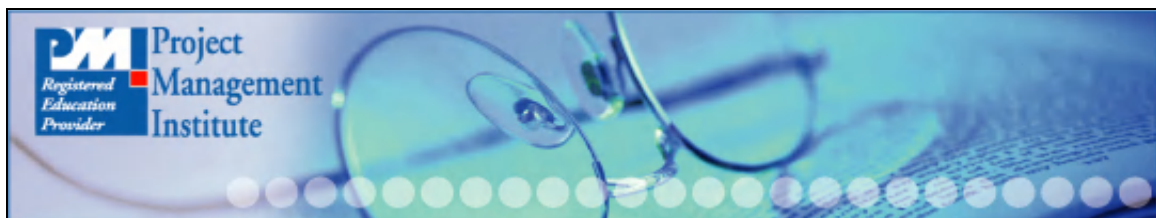
Ms. Nairoukh has delivered numerous courses on Microsoft Project Server to many Method clients. She has conducted and led many consulting projects involving the deployment of MS Project Server as a component of EPM (Enterprise Project Management) solution. She served clients including Zain, Consolidated Consultants and many others both as a consultant and as a trainer. She has received very positive evaluations from clients following to delivering successful courses.





## 5 Why Method

- Online PMP Learning led personally by a world class trainer, Mr. Ammar W. Mango, CSSBB<sup>®</sup>, PMP<sup>®</sup>, PgMP<sup>®</sup>, PSP<sup>®</sup>.
- 2 Full days of classroom learning to be conducted by topnotch instructor Mr. Mohammad Amawi, PMP<sup>®</sup>, PMOC<sup>®</sup>.
- MS Project overview learning to be held by the EPM Specialist Ms. Eman Nairoukh, PMP<sup>®</sup>, MCTS, MCITP, MCT.
- Proven leadership & track record with an impressive history of conducting successful PM learning for thousands of professionals and helping hundreds get certified as PMPs.
- First Registered Education Provider of PMI<sup>®</sup> in Jordan.
- Proven track record in project management consulting with great success for clients in Jordan including Jordan Telecom, Arab Bank, MOICT and others.
- Focus. Method is the only Middle East Company that is fully focused on Project Management.





## 6 Fees & Logistics

### 6.1 Dates & Times

- PMP® Classroom Learning: Upcoming run will be conducted over 2 full Saturdays, **Apr 16<sup>th</sup> and Apr 23<sup>rd</sup> 10:00 AM to 4:00 PM.**
- MS Project Overview Learning: Will be conducted on Thursday **Apr 21<sup>st</sup>** over 4 hours, **3:00 PM to 7:00 PM.**
- Online PMP® learning account will be opened starting from **Apr 17<sup>th</sup>** for 90 days.

### 6.2 Venue

The Learning will be held at the brand new state of the art learning facilities of **Method's Executives Learning Lounge**, the professional service learning firm at Abu Al Haj complex, 8th Floor.

### 6.3 Fees

Cost per participant is JD 595. Price includes an original copy of the PMBOK® Guide 4<sup>th</sup> edition in addition to learning material and certificates by Method as a Registered Education Provider of the PMI®.

### 6.4 Our promise

If you do not pass your PMP® exam on the first attempt, **you can attend the learning again for free.** The following terms apply.

- ✓ This promise is valid as long as this program is offered as a public program.
- ✓ You must take the exam within 3 months of the second Saturday class.
- ✓ You must bring in a printed proof of not passing the PMP® exam at least a month before the start date of the program you wish to attend as a re-take.

### 6.5 Registration

Other details, terms and conditions can be found in the **Registration Form.**





## 7 Contact Info

Please call us for more details.

### Hala Badaro

#### Learning Team Leader Method

Office: (00962-6) 515-3802 Ext. 220

Fax: (00962-6) 516-5222

Mob: (00962-7) 9970-1234

E-mail: [training@methodcorp.com](mailto:training@methodcorp.com)

### Amani Al Himsi

#### Marketing & Customer Care Officer Method

Office: (00962-6) 515-3802 Ext. 250

Fax: (00962-6) 516-5222

Mob: (00962-7) 9970-1234

E-mail: [ahimsi@methodcorp.com](mailto:ahimsi@methodcorp.com)

