



# Project Management Professional PMP Exam Preparation Training



VELOSI TRAINING  
INSTITUTE L.L.C.

# Introduction

---

Velosi Training Institute LLC is a new venture of Velosi Asset Integrity Limited, which offers a comprehensive range of specialized courses in Certified Technical Training, Exam Preparatory, HSE, Training in Oil and Gas Field, ISO, NEBOSH, IOSH, Food Safety Courses, Administrative & Business related trainings, Corporate and Postgraduate Qualifications.

Our most valuable asset at Velosi, as a globally recognized training provider, is our experienced trainers, who are experts in their fields and can tailor the curriculum to our clients' specific needs in order to sharpen their knowledge, prepare them for the next phase of their careers, and implement best industry safety practices.

## Course Overview

---

Velosi will be providing this for those who are intending to take the Project Management Professional (PMP)® examination.

The Project Management Professional (PMP)® is one of the most widely recognized credentials in the field of project management, exhibiting a high degree of expertise and professionalism. Organizations are increasingly turning to project management to assist them obtain a competitive advantage.

In this thorough course, you'll cover challenging project management topics assessed on the new (2021) Project Management Professional (PMP)® exam in a way that gives you confidence in your knowledge. You will have the ability to plan, organize, execute, and manage projects in any business, no matter how large or complex they are.

---

## Learning Objectives:

After completing this course, you should be able to do the following:

- Use best-practice approaches that can be used to a variety of projects in a variety of industries
- Obtain a globally recognized project management professional certification
- Potentially increase earnings through the validation of project management skills that the PMP® examination can provide
- Increase professional confidence for a project management career by demonstrating experience in project management practice
- Advancement through recognized project management experience

## Who should attend?

---

This course is appropriate for a wide range of professionals but not limited to.

- Professionals in project management who plan to take the PMP Exam
- Project Managers
- Project Coordinators
- Project Analysts
- Project Team Leaders
- Program Managers
- Project Team Members

## Benefits

---

Learning is an investment that pays off in the long run. It allows a person to expand their career prospects, improve their professional skills, and become more competent.

- Career Development
- Increased Job Opportunities
- Technical Expertise
- Worldwide Recognition

# Course Outline

---

## Day 1

### Section 1: Fundamentals of Project Management

- What is a Project Management
- Project Management Body of Knowledge
- Gain a full understanding of the 5 Process Groups
- Role of the Project Manager
- Importance of Project Management in Business
- Relationship between Project and Program Management, Operations Management and Organizational Strategy

### Section 2: Project Integration Management

- Develop Project Charter
- Develop Project Management Plan
- Direct & Manage Project Work
- Manage Project Knowledge
- Monitor & Control Project Work
- Perform Integrated Change Control
- Close Project or Phase

## Day 2

### Section 3: Project Scope Management

- Plan Scope Management
- Collect Requirements
- Define Scope
- Create WBS
- Validate & Control Scope

### Section 4: Project Stakeholders Management

- Identify Stakeholders
- Plan Stakeholders Engagement
- Manage Stakeholder Engagement
- Monitor Stakeholder Engagement

## Day 3

### Section 5: Project Schedule Management

- Plan Schedule Management
- Define Activities
- Sequence Activities
- Estimate Activity Durations
- Develop Schedule
- Control Schedule

## Section 6: Project Cost Management

- Plan Cost Management
- Estimate Cost
- Determine Budget
- Control Costs

## Day 4

## Section 7: Project Quality Management

- Plan Quality
- Manage Quality
- Control Quality

## Section 8: Project Human Resource Management

- Plan Resource Management
- Estimate Activity Resources
- Acquire Resources
- Develop & Manage Team
- Control Resources

## Section 9: Project Communications Management

- Plan Communications Management
- Manage Communications
- Monitor Communications

## Day 5

## Section 10: Project Risk Management

- Identify Risks
- Plan Risk Management
- Perform Qualitative & Quantitative Risk Analysis
- Plan Risk Responses
- Implement Risk Responses
- Monitor Risks

## Section 11: Project Procurement Management

- Plan Procurement Management
- Conduct Procurements
- Control Procurements

## Training Details

---

<b>Trainer Qualifications</b>	<p>Ms. Neetu Verma holds a Masters of Business Administration (MBA) in Information Technology and is a Certified Training Partner Instructor of Project Management Institute (PMI). She brings over 18 years of Project Delivery experience and worked in various roles of Program Manager, Project Manager, Business Analyst and Technical Project Leader.</p> <p>She is a certified Project Manager Professional (PMP), Agile Certified Practitioner (PMI-ACP) and Risk Management Professional (PMI-RMP) from Project Management Institute (PMI)</p>
<b>Mode of Training</b>	Training will be conducted via Microsoft teams online. Meeting invites will be shared on the day before the first day of training.
<b>Course Material</b>	<ul style="list-style-type: none"><li>• Presentation Slides</li><li>• Training Recordings</li><li>• Study References</li></ul>
<b>Number of Participants per Class</b>	<p>Minimum of 10 students per batch</p> <p>Course Duration is 25 hrs. Including examination &amp; clarifications.</p> <p>The training schedule is flexible and will be either in the mornings on the weekends and evenings on weekdays as per Velosi's Approved Training Schedule.</p>
<b>Registration / Payment Method</b>	<p>The interested participants should register his/her name and other necessary details through Velosi's online registration form or email confirmation to the designated contact person.</p> <p>Payment must be settled in full after the registration process. Payment can be made online through the payment link provided by Velosi or through bank transfer.</p>
<b>Certification Issuance Policy</b>	The training certificate (Digital Copy) will be awarded to participants who completed the training and passed the exam with 80% or higher score.

## Discount Scheme

---

Participants can avail discount of either an early bird or group discount whichever is higher with additional discount when signing up for 2 or more courses.

### Early Bird Discount:

- 10% Discount if you register 2 weeks in advance.
- 5% Discount if you register 1 week in advance.

### Group Discount (same company only)

- 15% Discount for groups of 5 or more.
- 10% Discount for groups of 3-4.

### Bundle Discount

- Sign up for 2 courses and get an extra 10% off.
- Sign up for 3 courses and get an extra 15% off.

## Why Choose Us

---

- In-Depth Comprehensive Explanation of all Sections.
- Continuous Assessment with Section-wise Practice Tests.
- Study Material in the form of PPT, Group Discussions, etc. written in very easily understandable manner.
- Technical clarifications at all levels during/after training.
- Providing Real Exam Questions & Answers.
- Offers reasonable price and seasonal discounts.
- Give flexibility in training schedule.
- Ability to learn at your own time with access to live recordings.
- Incorporate Case Studies from Real-World Situations.
- Trainees are eligible to earn Continuing Professional Development (CPD) credits.



## Other Courses We Offer:

---

- **Velosi Certified Programs**

- Certified Fire Protection Professional
- Certified PHA HAZOP Leader
- Certified Process Design Professional/Expert
- Certified Reliability Professional
- Certified SIL Professional/Expert
- Certified Asset Integrity Professional/Expert
- Certified Tableau Data Analyst
- Certified Environment Impact Assessment Professional

- **Oil & Gas Field Training**

- Asset Integrity Management
- Pipeline Integrity Management
- Wellhead Integrity Management
- Structural Integrity Management
- Safety Integrity Level (SIL)
- Process Engineering - AutoCAD Training Course

- **Health, Safety & Environment (HSE) Training**

- **ISO Training**

- **NEBOSH Training (Certificates, Awards & Diplomas)**

- **Exam Preparation Training**

- BCSP Associate Safety Professional (ASP)/ Certified Safety Professional (CSP)
- NFPA Certified Fire Protection Specialist (CFPS)
- EXIDA Certified Functional Safety Professional/Expert (CFSP/CFSE)
- ABIH Certified Industrial Hygienist (CIH)
- SMRP Certified Maintenance and Reliability Professional (CMRP)
- PMI Project Management Professional
- API Training (510, 571, 579, 580, 581, 653 & RP 2SIM)
- Sig Sigma Green Belt
- ASNT NDT Level III

- **Food Safety Training**

- Basic Food Hygiene Training (level 2)
- Intermediate Food Hygiene Training (Level 3)
- Advance Food Hygiene Training (Level 4)
- HACCP Awareness Training (Level 2)
- Intermediate HACCP Training (Level 3)
- Advance HACCP Training (Level 4)

- **IOSH Training (Managing, Leading & Working Safely)**

- **High-field (HABC) Accredited Training**

- **Administrative & Management Skills Training**





VELOSI TRAINING INSTITUTE L.L.C.  
Abu Dhabi, United Arab Emirates (HQ)

Suite No. 203, Al Ghaith Tower, Hamdan Bin

Moh. St., P.O.Box No. 114192, Abu Dhabi, UAE

Tel.: +971 2 634 9815, Fax.: +971 2 634 9816

Email: [trainings@velosiaims.com](mailto:trainings@velosiaims.com)

GET IN TOUCH WITH US



VELOSI TRAINING  
INSTITUTE L.L.C.