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Harold Kerzner, Frank P. Saladis

CAPM Exam Prep Rita Mulcahy,2018 13 comprehension lessons ; Concepts and study material ; Games and exercises ; Tricks of the trade ; Practice exams and questions.

Project Management Workbook and PMP / CAPM Exam Study Guide Harold Kerzner, Frank P. Saladis, 2017-04-12 Sharpen your project management skills and prepare for the latest PMP®/CAPM® exam The Project Management Workbook and PMP/CAPM Exam Study Guide is a two-in-one resource for mastering the Project Management Body of Knowledge (PMBOK®). As the companion to Project Management: A Systems Approach to Planning, Scheduling, and Controlling, this book provides the opportunity to strengthen your understanding of project management in real-world application, with questions, problems, and cases designed to enhance your critical thinking skills. Functioning as a stand-alone study guide to the Project Management Professional (PMP) Certification Exam, this book helps you develop the critical skills of a successful project manager with questions that show you what to expect on exam day. Interesting, enjoyable, and thought-provoking, this workbook and study guide helps you dig into the PMBOK and gain the professional insights that come only from applying what you've learned. Reading the PMBOK doesn't fully prepare you to pass the PMP exam, let alone function as a project manager in the real world. Understanding how to apply the various methodologies is vital to your success, and this book gives you a wealth of guided practice to hone your skills in advance. Practice applying project management concepts Test your grasp of the PMBOK methodology Preview the PMP with simulated exam questions Enhance your critical thinking and project management skills The project manager's role is broad in scope and detailed in function. Don't try to memorize the PMBOK, internalize it; this approach gives you a ready body of knowledge available for recall as needed, and helps you become a more efficient, more effective project manager. Instinctive knowledge comes from copious practice, and the Project Management Workbook and PMP/CAPM Exam Study Guide is your ideal resource for developing your skills. (PMI, PMBOK, CAPM, PMP, and Project Management Professional are registered marks of the Project Management Institute, Inc.)

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PMP Handbook with 10 Practice Tests based on PMBOK6 Certybox Education, 2020-10-02 PMP Handbook with 10 Practice Tests covers each and everything based on PMBoK6. This book is consider as last minute study guide to revise your concepts before taking exam. Book also covers 1400 question as a practice with detailed explanation.

CAPM/PMP Project Management Certification All-In-One Exam Guide, Third Edition Joseph Phillips, 2013-09-13 Complete coverage of all current objectives for the CAPM and PMP exams—more than 1,000 practice exam questions and in-depth explanations in total! Thoroughly revised for the current PMI Project Management Body of Knowledge (PMBOK), this up-to-date resource offers complete coverage of all the material included on the Certified Associate in Project Management and Project Management Professional exams. You'll find learning objectives at the beginning of each chapter, exam tips, practice exam questions, and in-depth explanations. Written by a leading project management consultant and trainer, CAPM/PMP Project Management Certification All-in-One Exam Guide, Third Edition will help you pass the exams with ease and will also serve as an essential on-the-job reference. Covers all exam topics, including: Project integration management Managing the project scope Managing project time, costs, and quality Managing project human resources Managing project communications Managing project risks Project procurement management Managing project stakeholders Project management processes Electronic content includes: 750 CAPM and PMP practice exam questions—test yourself by exam domain or take a complete exam Bonus process review quiz One hour of video training from the author New! Process ITTO Quick Review Guide New! CAPM/PMP Exam Cheat Sheets

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From Boots to Business Jillian Ventrone, Robert W. Blue Jr., Roxanne Rapske, Julie LaCroix, 2020-09-01 Service members find that transitioning from active duty into the civilian sector can be abrupt, with mission demands leaving little time to prepare for new careers. Transitioning without guidance, resources, and proven strategies has left thousands of veterans sitting on the sidelines of civilian employment. Business is a diverse field, with many subcategories to pursue and many routes available to fulfill career goals and achieve success. Designed to help personalize the experience while guiding readers through the breadth of available options, those interested in pursuing a career within the business realm or as a business owner will find Boots to Business to be a valuable reference guide. Whether new to a career field or pursuing a civilian career similar to the occupational specialty you held in the military, this book offers helpful information for planning, preparing, and executing your transition.

CAPM/PMP Project Management Certification All-in-One Exam Guide, Second Edition Joseph Phillips,2009-10-06 There are close to 290,000 PMPs worldwide and PMI membership increased more than 10 percent from 2007 to 2008 PMI's CAPM and PMP certifications are not specific to any industry; all areas of business are adapting the certification as a guide to more profitable projects: manufacturing, business-to-business, government, and service industries

Project Management Harold Kerzner,2009-04-03 The landmark project management reference, now in a new edition Now in a Tenth Edition, this industry-leading project management bible aligns its streamlined approach to the latest release of the Project Management Institute's Project Management Body of Knowledge (PMI®'s PMBOK® Guide), the new mandatory source of training for the Project Management Professional (PMP®) Certification Exam. This outstanding edition gives students and professionals a profound understanding of project management with insights from one of the best-known and respected authorities on the subject. From the intricate framework of organizational behavior and structure that can determine project success to the planning, scheduling, and controlling processes vital to effective project management, the new edition thoroughly covers every key component of the subject. This Tenth Edition features: New sections on scope changes, exiting a project, collective belief, and managing virtual teams More than twenty-five case studies, including a new case on the Iridium Project covering all aspects of project management 400 discussion questions More than 125 multiple-choice questions (PMI, PMBOK, PMP, and Project Management Professional are registered marks of the Project Management Institute, Inc.)

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Practice Standard for Scheduling - Third Edition Project Management Institute,2019-05-02 Practice Standard for Scheduling—Third Edition provides the latest thinking regarding good and accepted practices in the area of scheduling for a project. This updated practice standard expounds on the information contained in Section 6 on Project Schedule Management of the PMBOK® Guide. In this new edition, you will learn to identify the elements of a good schedule model, its purpose, use, and benefits. You will also discover what is required to produce and maintain a good schedule model. Also included: a definition of schedule model; uses and benefits of the schedule model; definitions of key terms and steps for scheduling; detailed descriptions of scheduling components; guidance on the principles and concepts of schedule model creation and use; descriptions of schedule model principles and concepts; uses and applications of adaptive project management approaches, such as agile, in scheduling; guidance and information on generally accepted good practices; and more.

Half Double Methodology Handbook Half Double Institute, This book has been written for all passionate project practitioners. People who are driven by the need to create real impact and are willing to take untraditional measures to lead projects. Whether you are a PMO, project owner, project leader, team member or someone who invests time in temporary endeavours undertaken to create an impact – this book is for you. This is a practical handbook designed to change your way of thinking and acting in and with projects. It provides you with hands-on principles, methods and tools to help you realize projects with double the impact in half the time, as well as real-life cases to show what it all looks like in practice. A handbook designed to enable you to go out and do it yourself. Consultancy, universities, companies and more than 1,400 practitioners have co-created the ideas presented here in this book. Half Double is a methodology created through practice, with practice. It has already created proven impact in projects around the globe, delivering on the overall ambition of realizing projects in half the time with double the impact. In essence, the book extends the known agile methods with concrete methods for impact realization, reflective leadership and a strong focus on how people are motivated and perform — it's all about placing an extreme focus on three core elements: • Impact – Stakeholder satisfaction is the ultimate success criterion. Flow – Intensity and frequent interaction in project work, learning and impact. • Leadership – Embrace uncertainty and make the project happen.

The Complete Project Manager Randall Englund MBA, BSEE, NPDP, CBM,Alfonso Bucero CSE, MSc, PMP,2012-04-01 The Complete Project Manager: Integrating People, Organizational, and Technical Skills is the practical guide that addresses the “soft” project management skills that are so essential to successful project, program, and portfolio management. Through a storytelling approach, the authors explain the necessary skills—and how to use them—to create an environment that supports project success. They demonstrate both the “why” and the “how” of creatively applying soft project management skills in the areas of leadership, conflict resolution, negotiations, change management, and more. This guide has an accompanying workbook, The Complete Project Manager's Toolkit , sold separately.

Project Management Workbook and PMP-CAPM Exam Study Guide Harold Kerzner, Frank P. Saladis,2009

Exam PMI CAPM - Certified Associate Project Management - 150 Test Prep Questions Ger Arevalo,2020-10-02 This book is designed to be an ancillary to the classes, labs, and hands on practice that you have diligently worked on in preparing to obtain your PMI CAPM - Certified Associate Project Management certification. I won't bother talking about the benefits of certifications. This book tries to reinforce the knowledge that you have gained in your process of studying. It is meant as one of the end steps in your preparation for the CAPM exam. This book is short, but It will give you a good gauge of your readiness. Learning can be seen in 4 stages: 1. Unconscious Incompetence 2. Conscious Incompetence 3. Conscious Competence 4. Unconscious Competence This book will assume the reader has already gone through the needed classes, labs, and practice. It is meant to take the reader from stage 2, Conscious Incompetence, to stage 3 Conscious Competence. At stage 3, you should be ready to take the exam. Only real-world scenarios and work experience will take you to stage 4, Unconscious Competence. I am not an author by trade. My goal is not to write the cleanest of a book. This book will get to the gist of things, no frills no thrills. The only purpose is to have the reader pass the CAPM exam. Before we get started, we all have doubts when preparing to take an exam. What is your reason and purpose for taking this exam? Remember your reason and purpose when you have some doubts. Obstacle is the way. Control your mind, attitude, and you can control the situation. Persistence leads to confidence. Confidence erases doubts.

CAPM/PMP Project Management All-in-One Exam Guide Joseph Phillips,2007-04-04 All-in-One is All You Need Get complete coverage of all the Certified Associate in Project Management (CAPM) and the Project Management Professional (PMP) exam topics from this comprehensive volume. Covering the Project Management Body of Knowledge (PMBOK), CAPM/PMP Project Management Certification All-in-One Exam Guide features learning objectives at the beginning of each chapter, expert exam tips, practice questions, and in-depth explanations. Detailed and authoritative, this book serves as both a complete certification study guide and an essential on-the-job reference. Get full details on all exam topics including how to: Implement Project Integration Management Plan and control project scope Define, sequence, and manage project activities Estimate and administer the project budget Perform quality control Acquire and manage the project team Communicate project performance with stakeholders Monitor and control project risks Plan for procurement Adhere to the PMP code of professional conduct The CD-ROM features Two full practice exams Video training Complete electronic book

PMP Certification George G. Angel,2023-09-25 Project management is in everything we do, from our personal lives to our professional careers. It is the fastest-growing profession in the world, and the skills learned in this book can be used for any sort of project, large or small: setting up a small business; planning a wedding, family vacation, company picnic, or other event; and organizing projects of any scale. This beginner's guide will teach you real-world project management skills for any project and will help prepare you to become a certified Project Management Professional (PMP) or Certified Associate Project Manager (CAPM). This fourth edition

provides up-to-date information on how to effectively manage projects, programs, and portfolios to achieve organizational success. It includes tips and sample questions at the end of each chapter as well as a mock exam to help prepare you for the Project Management Institute (PMI) certification exams. This text follows the three PMI domains: People, Business Environment, and Processes. A case study with detailed real-world examples, sample templates, and actual project documents guides you through your own projects, from charter to close, using all five project groups (initiating, planning, executing, monitoring and controlling, and closing projects). This edition takes the standard processes and framework for traditional projects introduced in PMI's sixth edition Project Management Body of Knowledge (PMBOK) and adds the new focus on Agile (adaptive) project management methods, tools, and techniques in PMBOK's seventh edition to enhance your knowledge and ability to handle a wide range of projects.

Optimizing Project Management Te Wu, 2020-04-27 SHELIVING GUIDE: Project Management This hands-on guide is written for project professionals seeking to find an optimized way of performing project management. It provides answers to such critical questions as: Why should an organization apply project management? What is the value of project management in the broader context of an organization? Is project management as successful as some advocates suggested or is it a waste of time and resources because of the many extensive and bureaucratic processes? Which project management approach should our project team adopt: predictive or adaptive, waterfall or rolling water, extreme programming or Scrum? This book aims to provide an optimized view of project management by balancing and blending competing methodologies (e.g., traditional versus Agile), lengthy methodologies and broad principles, processes and practices, and the need to understand versus the need to apply. It includes project management templates, an integrated case study illustrating how to apply tools and concepts, and a glossary of key terms. *Optimizing Project Management* is for both aspiring and practicing project management professionals. It covers the core concepts, practices, and skills that are useful for developing new ideas, planning activities, implementing projects, and conducting planning and controlling of schedule, budget, and scope. The text is particularly useful for students, project professionals wanting to refresh their knowledge, and those pursuing project management certifications. This book is aligned with common project management standards such as the Project Management Body of Knowledge and the ISO 21502: Project, Programme and Portfolio Management — Guidance on Project Management.

The Complete Project Manager Randall Englund, Alfonso Bucero, 2019-08-13 The Complete Project Manager, 2nd Edition updates a respected textbook on project management soft skills to include project management's most vital new trends: agile methods, delivering business value, respecting ethics, and managing diversity. This is a classic, bestselling, practical guide that addresses the soft project management skills that are so essential to successful project, program, and portfolio management. Through a storytelling approach, the authors explain the necessary skills and how to use them to create an environment that supports project success. They demonstrate both the why and the how of creatively applying soft project management skills in the areas of leadership, conflict resolution, negotiations, change management, and more. This second edition features new sections on ethics, business analysis, agile project management, managing across generations and between cultures, and more. Skills like leadership, negotiations, conflict management, and navigating organizational politics have always been important for project managers who want to succeed. Now the authors show how you can adjust and hone those skills given the forces and trends in today's business world.

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