



**Duration: 12 Weeks**

**Starting Oct. 18, 2007**

6:00 –9:00 pm.

**Location:** Analytix Solutions Inc.

800, West Cummings Park

Woburn, MA

**Course Contents:**

- Class-1 Introduction to Project Management
- Class-2- Project Management Framework
- Class-3 PM Processes
- Class-4 Project Management Integration
- Class-5 Project Scope Management
- Class-6 Project Time Management
- Class-7 Project Cost Management
- Class-8 Project Quality Management
- Class-9 Project HR Management
- Class-10 Project Communication Management
- Class –11 Project Risk Management
- Class -12 Project Procurement Management



Today's businesses need people with the skill sets of "The 21<sup>st</sup> century Project Manager". Someone who has the right blend of Project Management, technical and people skills to successfully direct teams, motivate people, and implement projects:

Small or large

Centralized or decentralized

Physically close or geographically dispersed

**On time and in budget**



## Project Management Professional Certification Workshop

**Thursdays; October 18, 2007 – January 3, 2008**

### **PMP & CAPM certification preparation workshop**

**Project Management Professional (PMP)** certification controlled by the [Project Management Institute](#) (PMI) empowers the professional, experienced Project Manager with the knowledge required to manage complex projects and consistently deliver on time and in budget.

**Certified Associate in Project Management (CAPM)** certification provided by PMI teaches entry level Project Managers and non-managing project team members the skills, concepts and terminology to succeed in the dynamic environment of a project team in today's complex environments.

PMI [certification](#) teaches a globally recognized set of skills that are seen by many as the right tools to manage projects successfully. By obtaining the your PMP/CAPM credentials, the PM Professional demonstrates their commitment to themselves, the business and the Project Management profession.

### **INSTRUCTOR Neeraj Shah, PMP**

Neeraj is employed as a Sr. Project Manager in one of the fastest growing organization in the biotech industry where he is currently responsible for managing global supply chain projects.

Neeraj is a seasoned project manager who has successfully managed several ERP implementations within medium to large size organizations. Among other things, Neeraj's experience has been in Automotive, Parma/Biotech, Food& Beverage, and Consumer Durables.

Neeraj is an experienced PMP Instructor and mentor, and has successfully trained over 50 project executives and managers for PMP certification at Fujitsu Consulting & Boston APICS. His combined knowledge and several years of experience of supply chain processes, business process modeling and project management, enables him to provide unique insight and realistic advice for students while addressing PMP and CAPM lessons and case studies.

Neeraj obtained his BS in Industrial Engineering and subsequently his PGD in Materials Management from the Indian Institute of Materials Management. He is currently pursuing the Advanced Project Management Certification Program at Stanford University. Neeraj has been a PMI member for over 5 years, and served the PMI Boston chapter in their corporate relations group. He is currently Vice President of Education for Boston APICS.

**Certification:** Upon successful completion of the Boston APICS Project Management program the candidate will be awarded a certificate verifying that the PMI required contact hours have been completed. A combination of classroom instruction and homework assignments will easily provide the minimum contact hours of formal education for both certifications: PMP and CAPM.

**Class Format:** We have planned for this class to attract candidates for both certifications: PMP and CAPM. While the testing methodology is different, the topics, content and concepts are the same. By combining a variety of students in the same class all can benefit from the rich environment derived from blending different skill sets and experience levels together; learning is enhanced. **A perfect opportunity to educate the entire team!**

Students will be instructed as to the next steps required to register and prepare for the exam; individual candidates are responsible for all exam related activities and payments.

**Project Management Professional (PMP) Education & Project Management Experience:**

Educational Background	Project Management Experience	Project Management Education
Bachelors Degree	Minimum 3 years/ 36 months of non-overlapping PM experience during which at least 4500 hours are spent leading and directing project tasks.	35 Contact hours*

\*The PMP examination utilizes scenario or application-based questions where practitioners are asked to apply their knowledge to specific situations. This certification is intended for Project Managers.

**Certified Associate in Project Management (CAPM) Education & Project Management Experience**

Educational Background	Project Management Experience	Project Management Education
High School Diploma, Associate's degree	Minimum 1500 hours of work on a project team.	23 Contact hours of formal education**

\*\*The CAPM examination utilizes definition type questions that assess the candidates' knowledge of project management terms in the context in which project management is practiced. This certification is intended for project team members and entry-level project managers.

**Project Managers:**

Earn the prestigious **PMP** Certification.

**Project Team Members:**

Earn **CAPM** and get a head start on becoming a formally certified Project Management Professional.

## Registration Details

**Fast and easy Registration:**

Go to [APICS Boston Education: Project Management](#) to register:

A Pay-Pal compatible process: Pay-Pay will e-mail you a detailed receipt immediately upon registering.

### **Note: Exclusive Boston APICS member discount.**

**Boston APICS Members** (current Member ID required during registration): \$995 (\$200 Discount for APICS members only)

**Non-Boston APICS Members:** \$1195.

### **Course Material:**

-Free Text: A compilation of slides in form of a book prepared by Neeraj Shah will be provided at the beginning of the session.

-Mandatory Text: PMBOK: Hard Copy from PMI- \$49.95. PMI Members: \$39.95 (or free PDF version).

-Optional Text: -PMP Exam Prep by Rita Mulcahy, 5<sup>th</sup> Edition \$58 @ Amazon: new and used likely available.

See more details about the Project Management Institute (PMI), USA and their world famous [Project Management Professional \(PMP®\)](#) and [Certified Associate in Project Management \(CAPM®\)](#).

### **Why the bargain basement pricing?**

- **Our overhead is less than the competition's.**
- **We keep our prices low and pass the savings on to you.**
- **As many of you know Project Management concepts are tested in the APICS CPIM module Strategic Management of Resources (SMR). PMI materials are referenced in the exam content manual for SMR. The Boston APICS Board of Directors sincerely believes that the knowledge and interests of a typical APICS member combined with the skills and techniques associated with CAPM and/or PMP certification will combine to yield an extremely valuable skill set: Combine and win!**

## **COMBINE**

**APICS: BASICS Certificate, CPIM, CFPIM, CSCP, CIRM, Certification**

**AND**

**Project Management Institute: CAPM, PMP Certification**

**WIN!**

### **Check out the competition, then come back and get PMI certified with us!**

**Cancellation Policy:** Please see "Cancellation Policy" link on "Education" page.

Class size may be limited: First come, first serve.

Class testimonials:

"Excellent course for any project involvement." Tom McClintock, McClintock Enterprises of Boston.

"Very productive."

"Well run class, very satisfied with content." Charles Gagne, M/A-Com

"Great Course." Betty Acutuner.