

# Quality & Productivity Solutions, Inc.

ADMIN: One Sunny Hill, Oxford, MA 01540 Phone: (508) 987-3800 Fax: (508) 987-1464

TRAINING CENTER: The QPS Institute - Cedar Hill Place - 225 Cedar Hill Street - Floor 3 - Marlborough, MA 01752

Email: [info@qpsinc.com](mailto:info@qpsinc.com) Website: [www.qpsinc.com](http://www.qpsinc.com)

## **Advanced Project Management Leadership Training**

### **DET Course # 1087353 - QPS Course # 334 / (113A, 221, 304, 305, 306, 307, 220)**

TRAINING PROGRAM:	Advanced Project Management Leadership Training Plan ( <b>Customized</b> ). <b>Choice of 4 outlined as follows:</b> Project Management Professional® (PMP®) Certification Preparation or Program Management Professional® (PgMP®) Certification Preparation, MS Project – Understanding & Implementation, Lean Six Sigma Green Belt (#113A) and choice of Risk Management Professional® (RMP®) Certification Preparation, Scheduling Management Professional® (SP®) Certification Preparation or Agile Certification. (#356)
TYPE OF TRAINING:	Classroom Training, Exercises, Workshops & Coaching. No additional charges for additional and personal one on one coaching. <b>GURANTEED SATISFACTION</b> (additional help / coaching until the training needs / certificate requirements are met).
BENEFITS:	Students will be able to add variety of skills, tools, techniques and qualifications to market to any manufacturing, software or service organization. The course design is based on what businesses need now.
COURSES-DESCRIPTION:	This consists of a series of courses, all which prepare students to be an expert in Project Management for any industry. <b>Choice of 4 outlined as follows:</b> <ol style="list-style-type: none"><li>1. Project Management Professional® (PMP®) Certification Preparation (#221) or Program Management Professional® (PgMP®) Certification Preparation (#306)</li><li>2. MS Project – Understanding &amp; Implementation (#220)</li><li>3. Lean Six Sigma Green Belt (#113A)</li><li>4. Risk Management Professional® (RMP®) Certification Preparation (#305) or Scheduling Management Professional® (SP®) Certification Preparation (#307) or Agile Certification (#356)</li></ol>
PREREQUISITES:	<b>Project management experience. Please check PMI's certification requirements per course also.</b>
EXPECTED OUTCOME:	<b>Choice of 4 outlined as follows:</b> <ol style="list-style-type: none"><li>1. <u>Project Management Professional® Certification Preparation</u> (A certificate is provided upon passing the exam on last day of class); Student is responsible for applying and the taking PMI-PMP® exam) <b>or</b> <u>Program Management Professional® Certification Preparation</u> (A certificate is provided upon passing the exam on last day of class); Student is responsible for applying and the taking PMI-PgMP® exam).</li><li>2. <u>MS Project - Understanding &amp; Implementation</u></li><li>3. <u>Lean Six Sigma Green Belt Certification</u> (A certificate is provided upon passing the exam on last day of class)</li><li>4. <u>Risk Management Professional® Certification Preparation</u> (A certificate is provided upon passing the exam on last day of class); Student is responsible for applying and the taking PMI-RMP® exam). <b>or</b> <u>Scheduling Management Professional® Certification Preparation</u> (A certificate is provided upon passing the exam on last day of class); Student is responsible for applying and the taking PMI-Scheduling® exam). <b>or</b> <u>Agile Certification</u></li></ol>
DURATION:	Classroom - besides coaching and mentoring, FULL TIME – 7 weeks, 26 hours per week (averaging time varies from 20 hours to 32 hours during 3 or 4 days per week)
COST:	\$10,000 (includes books, materials)

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## **Project Management Certification - PMI® PMP® or CAPM® Preparation (QPS Course # 221)**

This course has been designed to understand fundamentals, processes, tools/techniques in Project Management and also to prepare for the PMI Certified Project Management Professional Exam. The course covers all the required areas of the body of knowledge, as specified by Project Management Institute. This knowledge will increase your competency in Project Management and prepare you to take PMI's® PMP® or CAPM® Certification Exam.

### **Course Benefits**

- Participants will learn all the required areas of the body of knowledge, as specified by PMI® Body of Knowledge.
- The course measures your knowledge at every step with access to nearly 500+ exam questions
- Access to knowledgeable instructors
- Comprehensive materials
- Take a simulated 4-hour Practice and Final Exam (similar to PMI® PMP®)
- Certificate of course completion and meeting education requirements
- Discussion, interaction and class exercises all would help to understand different aspects in the Project Management Profession
- Guaranteed satisfaction (additional classes, coaching and mentoring at no charge until you pass the exam)

**Learning Objectives:** The students will be prepared to:

- Learn and apply a basic and an advanced knowledge of the project
- Understand the content and format of examination questions
- Identify areas that require more individual study
- Pass the Project Management Professional (PMP®) Certification Examination

**Note:** 50% of the time spent on discussion, exercises and reviewing questions.

### **Student's comments:**

- "This course helped me to understand how PMBOK applied in IT and service areas."
- "The QPS guaranteed policy works since I was able to repeat the class on risk management and MS project software after 10 months to deploy in my organization."
- "QPS instructors are well-qualified with over 20 years experience. Their experience in Project Management was very helpful understanding BOK."

**Prerequisites:** See PMI's® PMP® certification requirements

### **Topics Covered: (PMI's® PMP® Body of Knowledge)**

- |  |  |
|--|--|
| • Introduction                           | • Cost Management                        |
| • Project Management Framework           | • Project Quality Management             |
| • Project Life Cycle & Organization      | • Human Resource Management              |
| • Project Management Processes           | • Project Communications Management      |
| o Initiating Process Group               | • Project Risk Management                |
| o Planning Process Group                 | • Project Procurement Management         |
| o Executing Process Group                | • Professional and Social Responsibility |
| o Monitoring & Controlling Process Group | • Review of Projects and Exercises       |
| o Closing Process Group                  | • Practice Questions and Answers         |
| • Project Integration Management         | • Exam Details                           |
| • Project Scope Management               | • Sample Exam, Final Exam                |
| • Project Time Management                |  |

**Who Should Attend?** Managers, engineers, analysts, associates, project managers, and any other professionals who deal with Projects directly or indirectly / Anyone who is seeking certification / Mid-career professionals who seek to further develop their project management skills where certification would enhance getting the jobs. **For More questions:** Contact the Training Administrator, Pam Martel [info@qpsinc.com](mailto:info@qpsinc.com), Telephone: (508) 987-3800 or Jay Patel at 508-579-1006. **Why is this course the best?** Guaranteed satisfaction. No additional charge for individual coaching and mentoring, high placement rate, experienced instructors.

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## **Risk Management Professional-PMI® RMP® Preparation** **(QPS Course # 305)**

This course has been designed to understand fundamentals, processes, tools/techniques in Risk Management and also to prepare for the PMI®-RMP® (Project Management Institute – Risk Management Professional (PMP)®) Exam. This course is designed for students to experience an in-depth knowledge and learn the required skills necessary to successfully manage risk projects effectively and efficiently. This course is based on the PMI's Credential for Project Risk Management Examination Specification and the PMI® Practice Standard for Project Risk Management.

### **Course Benefits**

- Participants will learn all the required areas of risk management, as specified by the Project Management Institute.
- The course measures your knowledge at every step with access to many practice questions/exams
- Access to knowledgeable instructors and comprehensive materials
- Take a simulated 4-hour Practice and Final Exam (similar to PMI RMP®)
- Certificate of course completion and meeting education requirements
- Discussion, interaction and class exercises all would help to understand different aspects in the Risk Management Profession
- Guaranteed satisfaction (additional classes, coaching & mentoring at no charge until you pass the exam).

**Note:** 50% of the time spent on discussion, exercises and reviewing questions

**Learning Objectives:** The students will be prepared to:

- Learn and apply a basic and an advanced knowledge of risk management
- Understand the content and format of examination questions
- Identify areas that require more individual study
- Pass the PMI RMP® (Project Management Institute– Risk Management Professional®) Exam

**Prerequisites:** See PMI's RMP® certification requirements

**Duration:** 4-5 days (36 hours)

### **Topics Covered**

- Introduction
  - Purpose
  - Project Risk Management Definition
  - Role of Project Risk Management
  - Good Risk Management Practice
  - Critical Success Factors for Project Risk Management
  - Conclusion
- Principles & Concepts
  - Introduction
  - Definition of Project Risk
  - Individual Risks and Overall Project Risk
  - Stakeholder Risk Attitudes
  - Iterative Process
  - Communication
  - Responsibility for Project Risk Management
- Introduction to Project Risk Management Processes
  - Project Risk Management and Project Management
  - Project Risk Management Processes
- Plan Risk Management
  - Purpose & Objectives of the Plan Risk Management Process
  - Critical Success Factors for the Plan Risk Management Process
  - Tools & Techniques for the Plan Risk Management Process
  - Documenting the Results of the Plan Risk Management Process
- Identify Risks
  - Purpose & Objectives of the Identify Risks Process
  - Critical Success Factors of the Identify Risks Process
  - Tools & Techniques for the Identify Risks Process
  - Documenting the results of the Identify Risks Process
- Perform Qualitative & Quantitative Risk Analysis
  - Purpose and Objectives of the Perform Qualitative & Quantitative Risk Analysis Process
  - Critical Success Factors for the Perform Qualitative & Quantitative Risk Analysis Processes
  - Tools & Techniques for the Perform Qualitative & Quantitative Risk Analysis Processes
  - Documenting the results of the Perform Qualitative & Quantitative Risk Analysis Processes
- Plan Risk Responses, Monitor & Control Risks
- Practice Questions & Answers, Sample Exam, Final Exam

**Who Should Attend?** Managers, engineers, analysts, associates, project managers, and any other professionals who deal with risks directly or indirectly / Anyone who is seeking certification / Mid-career professionals who seek to further develop their risk management skills where certification would enhance getting the jobs.

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## Agile Certified Practitioner (PMI-ACP)<sup>SM</sup> Certification Preparation

### Course 356

This course follows PMI's Body of Knowledge and has been designed to understand the Agile fundamentals, processes, tools/techniques. It also prepares you for the PMI Agile Certified Practitioner (PMI-ACP)<sup>SM</sup> Exam.

**Course Benefits:** Describe agile methodology/practices, how to implement agile successfully/apply agile methods to rapidly changing requirements & priorities, recognize ways to increase team performance through better communication & close involvement of customers, use agile techniques to estimate project work more accurately, identify/prevent common pitfall organizations encounter when adopting agile practices.

**Note:** 50% of the time spent on discussion, exercises and reviewing questions

**Learning Objectives:** The students will be prepared to:

- Learn a basic and an advanced knowledge of agile subject matter.
- Understand the agile content/knowledge/skills (43 knowledge & skills areas), process and tools
- Pass the PMI Agile Certified Practitioner (PMI-ACP)<sup>SM</sup> Exam

**Prerequisites:** See PMI's Agile Certified Practitioner (PMI-ACP)<sup>SM</sup> Certification requirements

**Duration:** 3 days includes class room materials

**Cost:** \$1,495

### Topics Covered

- ✓ Introduction
  - Overview/Certification/BOK/Exam Format
- ✓ Agile Framework and Terminologies
  - Agile project managers/ facilitators.
  - Agile Manifesto
  - 12 Agile principles
  - Agile terms / iterative process
  - Teamwork / collaboration
- ✓ Value Driven Delivery
  - Maximizing value delivered and minimizing non-value-add activities
  - Prioritizing
  - Incremental Value, Gathering feedback / continuous improvement – the sprint retrospective
  - The team and the stakeholders work together to define a shared definition of “done”
  - Tailor the project methodology based on project and organizational characteristics.
  - Reduce risk through proof of concepts
- ✓ Stakeholder Engagement
  - Direct interaction with the stakeholders and specifically during the iteration planning and iteration review meetings.
  - Agile increases visibility
  - Agile communication tools
- ✓ Team Performance: Identify the team and Agile methodology's affects on it.
  - Agile Values
  - Team building, collaborating, agile retrospectives
  - Facilitate agile teams
- Team tools and techniques
- Coach agile teams
- ✓ Adaptive Planning
  - Agile planning - occurs at multiple levels (strategic, release iteration, daily, etc)
  - Multiple levels involve populating the Product, Release and iteration backlogs
  - Team, stakeholders and customers are involved in planning to complete team understanding of the features and priorities
  - Coach the team to adjust cadence and planning to adjust to size, complexity and criticality of upcoming work.
- ✓ Problem Detection and Resolution
  - Elements of risk management.
  - Risk estimation – team involvement
  - Risk Management - ingrained in the Agile process
  - Compare Risk Planning in traditional vs Agile
  - Compare Risk Identification in traditional vs Agile
  - Compare Risk Analysis in traditional vs Agile
  - Compare Risk Response in traditional vs Agile
  - Compare Risk Monitor and Control in traditional vs Agile
  - Continuous Improvement
  - Improvement concepts, knowledge, tools and techniques
  - Measure business results
  - Achieve quality using Agile.
  - Improve using improvement tools and techniques

**Who Should Attend?** Managers, developers, QA, associates, project managers, product managers, and any other professionals who deal with software development/QA/Projects directly or indirectly.

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