



## Certified Associate in Project Management (CAPM)<sup>®</sup>

### Preparation Intensive Workshop

<b>Overview</b>	Designed for entry level project managers, project coordinators, administrators, and other project stakeholders to prepare for the Certified Associate in Project Management (CAPM) <sup>®</sup> examination.
<b>Duration</b>	3 days run consecutively (Intensive); or over 2-4 weeks (Fast Track); or on Saturdays. All content, materials and resources are the same, only the schedule is different.
<b>Audience</b>	<p>This course is intended for people seeking CAPM<sup>®</sup> certification. You need no experience to qualify for this certification but you may need 23 hours of formal education, which this workshop provides.</p> <p>Full details are on the Project Management Institute (PMI)<sup>®</sup> website at <a href="http://www.pmi.org">www.pmi.org</a></p> <p>Some participants may be ready to sit the CAPM<sup>®</sup> exam soon after the course finishes. Others may require additional study time.</p>
<b>Content</b>	<ul style="list-style-type: none"> <li>• <b>All processes</b> in the Project Management Body of Knowledge (<i>PMBOK<sup>®</sup> Guide</i>) are covered in detail</li> <li>• We also cover <b>additional material</b> that is examinable but is not detailed by the <i>PMBOK<sup>®</sup> Guide</i></li> <li>• <b>Practice questions and tests</b></li> <li>• <b>Reviews and exercises</b></li> </ul>
<b>Approach</b>	<p>Face to face presentation. Templates and tool examples will be reviewed and discussed. There is limited time for practical exercises.</p> <p><b>Phone and email support is provided by the instructor during and after the course.</b></p>

---

**Lotus Project Consulting Pty Limited**

ABN 81150597818

[www.pmlotus.com.au](http://www.pmlotus.com.au)

Email: [info@pmlotus.com.au](mailto:info@pmlotus.com.au) Mobile: 0404 800 929

<b>Materials</b>	PMI approved training manual, exercises and test questions are included.
<b>PDU/Hours</b>	<b>23 hours</b> toward qualifying for CAPM®.
<b>In short...</b>	This is a fast paced, intensive workshop. Work hard and you will gain CAPM® status!!

***"I thoroughly enjoyed the training course. You made the PMBOK guide a lot easier to understand"*** - Participant feedback in Sydney

***"Angie was fantastic in her presentation of information that is traditionally difficult to make interesting"*** - Participant feedback in Sydney

---

**Lotus Project Consulting Pty Limited**

ABN 81150597818

[www.pmlotus.com.au](http://www.pmlotus.com.au)

Email: [info@pmlotus.com.au](mailto:info@pmlotus.com.au) Mobile: 0404 800 929