

## ACHIEVE I: Knowledge Base Plan (11 Courses; 60 hours/PDUs)

ACHIEVE online courses

11 Courses

- Project Management Foundation
- Project Integration
- Project Scope
- Project Time
- Project Cost
- Project Quality
- Project Human Resources
- Project Communications
- Project Risk
- Project Procurement
- Professional Responsibilities

60.0 hours/PDUs

- Prices
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- Ordering

PLAN NAME	PLAN DAYS	REGULAR PRICE
ACHIEVE I: Knowledge Base	365	\$699

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## ACHIEVE I: Knowledge Base

### Course Descriptions and Learning Point Summaries

#### Project Management Foundation (6 hours or PDUs)

This course provides a foundation for learning from the PMBOK® Guide, 4th Edition. All 42 project management courses are covered to highlight purpose, with a process flow presentation that plots a course of study for additional course modules.

- ✓ Gain portfolio management, program management, project management, and project lifecycle concepts
- ✓ Increase awareness of the environment in which projects operate
- ✓ Identify the purpose of each process
- ✓ Observe the flow of processes from start to finish

#### Project Integration (6 hours or PDUs)

Integrating all processes is a major effort and focus of the project manager. This course enables a student to understand the major activities of each process group and the integration processes supporting each process group.

- ✓ Master integration concepts and the interactions with all other processes
- ✓ Recognize how planning can impact project success
- ✓ Identify the configuration, change management plans and controls that should be established early in a project

#### Project Scope (5 hours or PDUs)

What are the requirements and deliverables? How do we organize the project work? How do we know the requirements are met? How do we measure performance and control changes? Get answers to all of these in this course.

- ✓ Master scope concepts and the sequence of planning processes
- ✓ Identify the tools and techniques for collecting requirements, defining deliverables, and organizing the project work
- ✓ Understand the concept of progressive elaboration

#### Project Time (6 hours or PDUs)

Scope processes define WHAT needs to be accomplished. Now it is time to define HOW to do the work. This includes defining steps, identifying dependencies, finding resources, estimating time and putting together a schedule. Take the time to learn now.

- ✓ Master the steps and concepts for putting together a project schedule
- ✓ Recognize that these efforts often get repeated
- ✓ Master the concepts for all tools and techniques, and gain simplified examples for generating the timelines

#### Project Cost (7 hours or PDUs)

Packed with terms, concepts, formulas, examples, and a convenient formula sheet, this course will help you better understand what the numbers mean, and how to communicate what they mean to your stakeholders.

- ✓ Master key terms, formulas, and Earned Value concepts for projects
- ✓ Gain abilities to setup, measure, and report performance measurements for any project
- ✓ Identify when the numbers indicate a need to take action!

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#### Project Quality (6 hours or PDUs)

Quality processes and practices influence all other project management processes. This course covers a broad set of quality concepts that can be applied to any project.

- ✓ Master quality concepts and processes
- ✓ Identify and understand every type of tool or technique used to perform quality processes on a project
- ✓ Gain examples for applying the 7 basic tools of quality to a project

#### Project Human Resources (6 hours or PDUs)

Getting the best people, improving communications, and reducing conflict throughout the project starts in planning. Take this course to learn the essential planning considerations for acquiring, developing and managing your project team.

- ✓ Master the planning outputs that enhance acquiring, developing and managing the project team
- ✓ Gain key concepts for conflict management and team development stages

#### Project Communications (5 hours or PDUs)

Take this course to gain ideas on how to plan communications for any project. Identify key information that should be communicated, and expectations that need to be managed.

- ✓ Identify how to protect the project by identifying stakeholders and developing a comprehensive communications plan
- ✓ Gain ideas on how to control communications and the importance of setting and managing stakeholder expectations

#### Project Risk (6 hours or PDUs)

Gain the essential risk management concepts and strategies for any type of project. Go into your next project with examples on how to respond to risks the project may face!

- ✓ Master risk management concepts that can be applied to any type of project
- ✓ Gain an understanding of the logical risk process sequence and ways this sequence can be customized
- ✓ Master the strategies for responding to all types of risks that can be encountered on a project

#### Project Procurement (5 hours or PDUs)

Gain the essential knowledge for planning, conducting, administering and closing procurements. Students gain the knowledge about activities performed and situations encountered during each step of a procurement lifecycle.

- ✓ Master procurement activities, steps, contract types, and documents used for any project procurement item
- ✓ Understand the process for selecting vendors and entering into a contract
- ✓ Identify administrative and closing activities for each procurement item

#### Professional Responsibilities (2 hours or PDUs)

This course covers the PMI® Code of Ethics that many types of individuals are expected to strive towards and comply with as a PMI® member, PMI® credential holder, and several other types.

- ✓ Master the mandatory rules contained in the PMI® Code of Ethics
- ✓ Understand how to approach these type of questions on the PMP® exam