

**BECOME A CERTIFIED PROJECT  
MANAGEMENT PROFESSIONAL**

# **PMP EXAM PREP WORKSHOP**

**19 – 23 JANUARY 2026, THE VENUE  
MIDRAND JOHANNESBURG**



**Included in this dynamic 5-Day  
PMP Exam Prep Course:**

**3 Months subscription to PMI Study  
Hall Essentials that includes:**

- 246 lessons
- 354 Flashcards
- 717 practice questions
- 17 Practice exams (560 questions)
- Game Center (7 games)
- Support from the trainer in your studies for the exam.

**Call Today**



010 502 1934/ 082 425 5482



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The Venue Midrand



# **Master the Gold Standard in Project Management — Become a Certified PMP®.**

## **Dear Project Manager,**

Step into the elite league of project leaders with the Project Management Professional (PMP)® Certification — the world's most respected and sought-after credential for project managers. Earning your PMP sets you apart as a professional who embodies strategic vision, practical expertise, and proven leadership in driving projects to success.

Attend our 5-day intensive and gain mastery in the PMBOK® Guide framework, learn real-world techniques from certified experts, and join a network of professionals shaping the future of project management across industries.

## **Who Should Attend**

- **Project Managers / Coordinators** – from IT, construction, or finance, seeking formal project management certification.
- **IT Managers / Tech Leads** – managing software, digital, or transformation projects.
- **Operations / Production Managers** – driving efficiency and delivery in manufacturing, logistics, or energy.
- **Business Analysts / Product Owners** – aligning project goals with stakeholder and business needs.
- **Engineers / Construction Supervisors** – leading technical or infrastructure projects with structured methods.
- **Program / Portfolio Managers** – overseeing multiple projects and ensuring strategic alignment.

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**Programme Objectives:** To equip aspiring PMPs with the knowledge, skills, and understanding required to master the PMP® exam and navigate the project lifecycle with confidence.

Structure:

- All tasks from the 2025 Exam Content Outline addressed in detail.
- Aligned with the 5 project process groups for efficient learning.
- Typical example exam questions will be discussed after every task of the Exam Content Outline. (183 questions in total).

### **Time Allocation:**

- People Domain: 14.7 hours (42%)
- Process Domain: 17.5 hours (50%)
- Business Environment Domain: 2.8 hours (8%)

### **How will this course benefit you?**

- Supercharge your PMP® journey: Master the exam with confidence and unlock the secrets of navigating any project lifecycle.
- Unleash your inner project management pro: Gain the knowledge, skills, and understanding you need to pass the PMP® exam and lead projects with ease.
- Transform from aspiring to acing: This comprehensive PMP® preparation course equips you with the tools and expertise to confidently conquer the exam and propel your project management career.
- Navigate the project maze with expert precision: Master the PMP® framework and gain the confidence to tackle any project challenge with this immersive preparation course.
- Invest in your project management mastery and elevate your career with the knowledge, skills and confidence to pass the PMP® exam and become a highly sought-after project leader.

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## Course Structure and Content:

### 1. Introduction (1 hour)

- Introduction to the PMP exam and its format
- Study material
- Preparation tips.
- Overview of the PMI framework

### 2. Initiating (2 hours)

- Develop Project Charter
- Identify Stakeholders
- Determining Appropriate Project Methodology (partially) (Task 2.13): Agile vs. Waterfall, hybrid – approaches, selecting the right methodology.

### 3. Planning (15 hours)

- Planning and Managing Scope (Task 2.8): Work Breakdown Structure (WBS) development, defining deliverables, scope baseline creation.
- Planning and Managing Schedule (Task 2.6): Scheduling techniques, critical path identification, project milestones, schedule baselines.
- Planning and Managing Budget and Resources (Task 2.5): Cost estimation, resource allocation, budget monitoring and control.
- Defining Team Ground Rules (Task 1.12): Communication protocols, conflict resolution mechanisms, decision-making processes.
- Ensuring Team Member/Stakeholder Training (Task 1.5): Identifying training needs, developing training plans, evaluating effectiveness.
- Planning and Managing Quality (Task 2.7): Defining quality standards, quality management plan development, inspection, and verification processes.

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### **MODULE 3. PLANNING – Continued...**

- Planning and Managing Procurement (Task 2.11): Selecting vendors, negotiating contracts, managing supplier relationships.
- Managing Communications (Task 2.2): Selecting appropriate channels, ensuring clarity and consistency, managing information flow.
- Assessing and Managing Risks (Task 2.3): Identifying, analyzing, and mitigating potential risks throughout the project.
- Establishing Project Governance Structure (Task 2.14): Roles, responsibilities, authority levels, communication channels.
- Analysis of legal and regulatory compliance requirements, industry trends, and potential social/environmental impacts. (Task 3.1, 3.2)
- Evaluating External Environment Impact on Scope (partially) (Task 3.3): Market trends, competitor analysis, potential risks, and opportunities.
- Support Organizational Change (Task 3.4) Aligning project goals with organizational objectives.
- Integrating Project Planning Activities into the Project Management Plan (Task 2.9): Aligning scope, schedule, budget, and resources, ensuring consistency and feasibility.

### **4. Executing (13 hours)**

- Building a Team (Task 1.6): Roles, responsibilities, team composition, recruitment strategies, diversity considerations.
- Empowering Team Members & Stakeholders (partially) (Task 1.4): Delegation, skills development, stakeholder engagement strategies.
- Leading a Team (Task 1.2): Motivating, inspiring, and guiding team members towards project goals.
- Managing Conflict (Task 1.1): Conflict identification, resolution techniques, maintaining team cohesion.

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## **MODULE 4. Executing – Continued...**

- Executing Project with Urgency (Task 2.1): Prioritizing tasks, managing deadlines, balancing speed and quality.
- Supporting Team Performance (Task 1.3): Coaching, providing feedback, addressing performance issues, fostering collaboration.
- Addressing and Removing Impediments for the Team (Task 1.7): Identifying obstacles, removing roadblocks, ensuring project progress.
- Engaging and Supporting Virtual Teams (Task 1.11): Effective communication strategies, remote team management techniques, fostering trust and collaboration.
- Promoting Team Performance through Emotional Intelligence (Task 1.14): Self-awareness, social awareness, relationship management, self-regulation in team dynamics.
- Mentoring Relevant Stakeholders (Task 1.13): Providing guidance, feedback, and support to key stakeholders.
- Negotiating Project Agreements (partially) (Task 1.8): Finalizing contracts, resolving disputes, Managing Project Changes (Task 2.10): Evaluating change requests, impact assessment, updating project documents, implementing changes effectively.
- Managing Project Issues (Task 2.15): Identifying, analyzing, and resolving project issues proactively.

## **5. Monitoring & Controlling (3 hours)**

- Monitor and validate scope (Task 2.8)
- Collaborating with Stakeholders (Task 1.9): Building relationships, managing expectations, resolving concerns.
- Building Shared Understanding (Task 1.10): Ensuring clear communication, fostering alignment, addressing misunderstandings.
- Managing Project Artifacts (Task 2.12): Documents, reports, data, and other project materials, ensuring proper storage, access, and version control.

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## **6. Closing (1 hour)**

- Ensuring Knowledge Transfer (Task 2.16): Capturing lessons learned, documenting knowledge, sharing information with future teams.
- Planning and Managing Project Closure (Task 2.17): Demobilizing resources, conducting final reviews, evaluating project success, archiving documents.

### **Included in this course:**

- 35 hours of instructor-led training.
- In course discussion of 200+ practice questions.
- A copy of the training slides.
- Access to the recordings of the training sessions.

**Don't miss your chance to join a community of certified professionals shaping the future of project success.**

Elevate your career and gain global recognition with the Project Management Professional (PMP)<sup>®</sup> Certification — the ultimate benchmark of project management excellence. This workshop equips you with the knowledge, tools, and confidence to pass the PMP exam and lead projects with precision and impact across any industry.

**Book Today - Class is limited to 25 Delegates**

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# (PMP) Project Management Professional Exam Prep Workshop

DELEGATE REGISTRATION FORM - R10,999.00 Per Delegate  
19 – 23 January 2026 The Venue Midrand, Johannesburg

## Company Information

|                                        |  |
|----------------------------------------|--|
| Company name                           |  |
| Company Registration                   |  |
| Company VAT Number                     |  |
| Company Physical Address & Postal Code |  |
| Company Telephone Number               |  |
| Company Fax Number                     |  |

## Authorisation

|                                |  |
|--------------------------------|--|
| Authorising Managers Full Name |  |
| Authorising manager Job-Title  |  |

## Delegate Details: Name and Surname

|            |  |
|------------|--|
| Delegate 1 |  |
| Delegate 2 |  |
| Delegate 3 |  |
| Delegate 4 |  |
| Delegate 5 |  |

## Open Business Group :Banking Details

Neither cash nor cheques nor postal orders will be accepted with the application form. Only electronic payments or direct deposits will be accepted.

|                |                              |
|----------------|------------------------------|
| Bank Name      | Capitec Bank                 |
| Account Name   | Open Business Group Business |
| Branch Code    | 1053426658                   |
| Account Number | 470010                       |

## Undertaking by Authorising Manager : I declare that;

- That I accept responsibility of authorisation of attendees listed above.
- That I accept responsibility for the prompt payment of all accounts to Open Business Group.
- That all information I have included may be verified to determine their authenticity.
- That I understand that no training fees are refundable should a delegate fail to attend.
- Delegate replacements must be done 1 week prior to event dates.
- Cancelled or postponed events will be refunded in full.

**AUTHORISING MANAGERS SIGNATURE:**

**DATE:**

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