

# PMP® Certification Preparation Course

**Required 35 Contact Hours of Formal Education for PMP® Examination Access**

**February 16-19, 2009 | Tartu, Estonia**



**Receive 35 contact hours of  
formal education!**

## What you will learn:

- Project Management Framework
- Project Integration Management
- Project Scope Management
- Project Time Management
- Project Cost Management
- Project Quality Management
- Project Human Resource Management
- Project Communication Management
- Project Risk Management
- Project Procurement Management
- Professional and Social Responsibility
- PMP® Exam Review

- Becoming a PMP®
- Benefits of PMP® certification
- Review of the certification process
- Project Management IQ® Software



## Dear Project Managers,

The Project Management Institute's Project Management Professional (PMP®) credential is recognized as the universal standard of the profession. To pass the PMP® exam you must get 106 out of the 200 questions correct. Since PMI has lowered the passing percentage from 81% to 61% in 2005, that alone tells you it's high level of difficulty. To help you be properly prepared and ready to pass this important examination, we invite you and your team to the PMP® Certification Preparation Course, February 16-19 Tartu, Estonia.

## About the Program

This intensive exam prep workshop will prepare you to pass the Project Management Professional (PMP®) examination. The workshop is kept up to date with the framework of knowledge outlined by the Project Management Institute's PMBOK® Guide. IIL's instructors (PMP® certified) will use and identify test-taking tips and strategies and review materials that will assist you with passing the PMP® exam. The course includes a comprehensive workbook and a sample examination. Each module includes Study Tips and Topics to Know for the PMP® exam.

Four days, held over 35hrs, PMP® Certification Preparation course in Estonia will be held from February 16<sup>th</sup> to 19<sup>th</sup> 2009, in the Faculty of Economics of the University of Tartu, Narva mnt. 4. The trainer Mr. Andrew Kallman will come from the International Institute for Learning (IIL) [www.iil.com](http://www.iil.com). IIL is the accredited institution to give the first 20 Estonian project management professionals certification preparation classes.

## Support of Development of Knowledge and Skills

EAS Enterprise Estonia offers funding opportunities for [Support of Development of Knowledge and Skills](#). For this course it is possible to get financial support from Enterprise Estonia (EAS) up to 50% of total costs

For further information, course overview, schedule and on-line registration check at the website [www.pme.ee](http://www.pme.ee).

## WHO

### SHOULD ATTEND:

- **Project Managers**
- **Project Support Staff**
- **Program Managers**
- ...

## WHAT DO YOU NEED TO BECOME a PMP®?

If you have a high school diploma, associate's degree or global equivalent, minimum five years/60 months unique non-overlapping professional project management experience during which at least 7 500 hours were spent leading and directing project tasks, is required.

If you have Bachelor's degree or global equivalent, minimum three years/36 months unique non-overlapping professional project management experience during which at least 4 500 hours were spent leading and directing project tasks.



**35 contact hours of formal education**

[www.pmi.org](http://www.pmi.org)

# Course information

Time	Activity
Monday Morning (February 16, 2009)	
8:15 – 8:30	Registration
8:30 – 10:30	Sessions
10:30– 10:45	Coffee Break
10:45 – 12.00	Sessions
Monday Afternoon	
13:00-15.30	Sessions
15:30– 15:45	Coffee Break
15:45-18.30	Sessions
19:00-22:00	Informal Dinner (not obligatory)
Tuesday Morning (February 17, 2009)	
8:15 – 8:30	Registration
8:30 – 10:30	Sessions
10:30– 10:45	Coffee Break
10:45 – 12.00	Sessions
Tuesday Afternoon	
13:00-15.30	Sessions
15:30– 15:45	Coffee Break
15:45-18.30	Sessions
Wednesday Morning (February 18, 2009)	
8:15 – 8:30	Registration
8:30 – 10:30	Sessions
10:30– 10:45	Coffee Break
10:45 – 12.00	Sessions
Wednesday Afternoon	
13:00-15.30	Sessions
15:30– 15:45	Coffee Break
15:45-18.30	Sessions
Thursday Morning (February 19, 2009)	
8:15 – 8:30	Registration
8:30 – 10:30	Sessions
10:30– 10:45	Coffee Break
10:45 – 12.00	Sessions
Thursday Afternoon	
13:00-15.30	Sessions
15:30– 15:45	Coffee Break
15:45-18.30	Sessions

\*Some changes and/or additions in the course agenda are possible

## TUITION

PMP preparation course (35h/4 days) price is **15500 EEK (including VAT)**. The price includes course materials (ca 900 pages), Resource book and coffee breaks. Price does not include lunch and accommodation.

For the special price of **1880 EEK (normal price 5880 EEK)** you can purchase the [Project Management IQ® set](#) which is an essential learning tool and coach for preparing for the exam, including useful exam taking strategies and lots of PMP exam questions.

## CONTACTS

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course coordinator, Tartu  
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[irina.karkkanen@ut.ee](mailto:irina.karkkanen@ut.ee)

Natalja Zhuravljova,  
course coordinator, Tallinn  
tel. +372 53416495, e-mail:  
[natalja@fusionone.com](mailto:natalja@fusionone.com)

# Registration form

To register, please fill out all fields below. Fields marked with \* are required to submit the form.

First name*	
Last name*	
Telephone 1	
Telephone 2	
E-mail*	
Address	
Company name	
Telephone	
Fax	
Address	
Order PMIQ-set?	Yes or No
Do you wish to get an invoice for your company?	Yes or No

PMIQ-set is not obligatory. The price for course participants is 1880 EEK.

You will receive an invoice by e-mail.

For the special price of **1880 EEK (normal price 5880 EEK)** you can purchase the Project Management IQ@set: <http://www.iil.com/ondemand/pmiq.asp> which is an essential learning tool and coach for preparing for the exam, including useful exam taking strategies and lots of PMP exam questions.



## REGISTRATION

To register for the PMP certificate preparation course on-line please complete the registration form on [www.pme.ee](http://www.pme.ee) or return the completed registration form to e-mail: [irina.karkkanen@ut.ee](mailto:irina.karkkanen@ut.ee). Registration will be completed on payment of the invoice.



# Additional information

## Some possible accommodations in Tartu:

Hotel Tartu \*\*\* is 20 meters from the Tartu bus station

Hotel Pallas\*\*\* is located in the centre of Tartu

Dorpat Hotel is the newest hotel in Tartu, located near the Tartu bus station

## Dining places

Course will be held at the Faculty of Economics located on Narva mnt. 4, in the Oeconomicum building, near Emajõgi River. You may have lunch during the course at the local café or in the Old Town.

To check for other possible accommodations, dining places, transport, sightseeing and entertainment in Tartu on the [www.visittartu.com](http://www.visittartu.com).



## THE PMP

### CERTIFICATION EXAM

After the following course you can pass the PMP Paper Based Test that will be held in Tallinn March 28, 2009 at the Technical University of Tallinn.

Tallinn University of Technology  
Ehitajate Tee 5  
Tallin 19086  
Estonia

Please contact Eha Teder

Tel: +372 620 3543

<http://www.eac.tu.ee/>



To be eligible for a PMP certificate, you must meet specific guidelines that objectively measure experience, education and professional knowledge.

Additional information

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