

## Certified Associate in Project Management

# CAPM®

## Intensive Preparation Course



### Course information

Duration	Hours	Exams	Prerequisite	Delivery method(s)
8 Hrs Daily	4 Days	0 Included	None	Face-to-Face



### What is CAPM?

PMI's Certified Associate in Project Management (CAPM)® is a valuable entry-level certification for project practitioners. Designed for those with less project leadership experience, the CAPM® demonstrates your understanding of the fundamental knowledge, terminology and processes of effective project management.

### Recommended for

Students, project team members or recent graduates looking to demonstrate a commitment to project management, improve your ability to manage projects, earn additional responsibility, and stand out to potential employers, the CAPM certification is right for you.



### Benefits

**Flexible.** PMI certifications are not based on one specific methodology, so they're flexible and adaptable. You can easily transfer them between industries, market segments and geographic locations.

**Up-to-date.** PMI continually conducts in-depth studies to ensure that its credentials actually reflect the current skills, knowledge and best practices you need to succeed.

**Encourage professional growth.** You never have to worry about a PMI certification becoming obsolete. The PMI framework includes PMP and PgMP credentials as your career progresses plus specialist scheduling, risk management and Agile certifications..

**Renowned throughout the world.** Part of your marketability comes from the prestige of PMI certifications. PMI has provided project management certifications for over 25 years, and its PMP® credential was the first one designed specifically for project managers.



MetaPM and Mosaic in conjunction with Swinburne University are proud to offer the CAPM course.



## Format & Presentation

Mosaic's **'Intensive'** courses are designed for managers in a hurry - You will undertake a complete CAPM Exam Prep course in 4 days! You will be working hard, but if you can stand the pace all of the information needed to pass the CAPM examination will be yours within a week.

Each day includes a small test exam, several modules of training plus some group and individual exercises to help break up the intensity of the sessions.

## Course content

This course will:

- Assist you to achieve PMI accreditation.
- Assist with obtaining PMI membership (if required).
- Provide the required 23 hours of accredited project management training needed to apply for the examination.
- Provide a framework of information by way of references and proprietary materials to allow trainees to acquire the PMI specific knowledge required to pass the examination.
- Provide a structured framework to test trainees' knowledge on a progressive basis against CAPM examination standards - you will answer hundreds of exam style questions!
- Provide an examination specific focus to the training (ie, how to pass the examination the PMI way!!).
- Provide one-on-one feedback regarding performance in each knowledge area to allow trainees to focus on areas requiring improvement.
- Assist with registering to take the PMI examination.
- Provide on-going support through to your examination.

In summary, this course will:

- Equip you with the knowledge needed to be successful in the CAPM® examination
- Provide you with the foundation knowledge needed to successfully start a project management career.



## Course includes

- Comprehensive training notes
- Copy of the *PMBOK*® Guide 4th Edition
- Classroom exercises, handouts, test questions and answers
- Post Course 100 question benchmark test
- Post course access to Mosaic's **Visual PMBOK**® Guide on-line tool (with 1000s of test questions)
- Support until you pass your CAPM® examination



## Registration

Public or Self Paced Study course registrations

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

Onsite course registrations

Please call 1800 800 436



## Exclusive Swinburne University Student Offer

MetaPM in conjunction with Swinburne University is very pleased to announce an exclusive project management training offer to Swinburne University students.

All MetaPM training services provide a comprehensive training program designed to provide the highest quality training courses for those individuals looking to take the leap into the project management space!

The **CAPM Intensive course** is offered at the University subsidized price of **\$1,262 ex GST**.

To register your attendance or request more information visit <http://www.metapm.com.au/course-schedule/view-17.html>, call on **1800 800 438** or email [enquiries@metapm.com.au](mailto:enquiries@metapm.com.au). You will need to provide your student

Metapm offers a comprehensive, cost effective suite of products and services that help organisations Australia-wide to raise their project management capability and improve their return on project investment.

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