

COURSE OVERVIEW PM0540
Program Management Professional (PMI-PgMP)
PMI Exam Preparation Training

Course Title

Program Management Professional
 (PMI-PgMP) *PMI Exam Preparation Training*

Course Date/Venue

Session 1: August 04-08, 2024/Al Aziziya Hall,
 The Proud Hotel Al Khobar, Al
 Khobar, KSA
 Session 2: November 03-07, 2024/Club B
 Meeting Room, Ramada Plaza by
 Wyndham Istanbul City Center,
 Istanbul, Turkey



Course Reference

PM0540



Course Duration/Credits

Five days/3.5 CEUs/35 PDHs

Course Description



This practical and highly-interactive course includes various practical sessions and exercises. Theory learnt will be applied using our state-of-the-art simulators.

This course is designed to provide participants with a detailed and up-to-date overview of Programme Management Professional and to prepare for the next PgMP program management professional exam.



The course will cover the 5 domains comprising the PgMP examination. These domains include Strategic Program Management, Program Life Cycle, Benefits Management, Stakeholder Management and Governance.



The course covers the main training requirements in line with the **Project Management Institute (PMI)** needs, to enable the participants to sit the PMI examination that will lead to their registration as **“PgMP: Program Management Professional”**.

PMI Program Management Professional (PgMP)[®] credential recognizes the advanced experience and skill of program managers. Globally recognized and demanded, the PgMP[®] demonstrates your proven competency to oversee multiple, related projects and their resources to achieve strategic business goals.

PgMP credential holders oversee the success of a program, grouping related projects together to realize organizational benefits not available if they were managed separately. It is the perfect fit if you define projects, assign project managers and oversee programs.

As project managers advance in their careers, the experience they gain in managing multiple, related projects and making decisions that advance strategic and business objectives demonstrates this competence. As employers demand program managers who can support the strategic objectives of the organization, PgMP credential holders will gain a distinct advantage in employment and promotional opportunities over their peers.

This course provides the information that participants need to prepare for PMI's new credential, the Program Management Professional (PgMP®). At the same time, it gives the participants the knowledge, in an organized and experiential framework that participants need to improve their program management competency and their ability to make a contribution to program success. Details of the full PMI requirements are available on the PMI web-page, www.pmi.org

The PgMP exam is based on the *Program Management Professional (PgMP®) Examination Specification*, which describes five *Domains* of Program Management knowledge:

- Strategic Program Management (15%)
- Program Lifecycle (44%)
- Benefits Management (11%)
- Stakeholder Management (16%)
- Governance (14%)

The exam consists of 170 multiple choice questions written against this specification. The numbers in parentheses describe the percentage of questions for each domain.

The course includes an e-book entitled "*Passing the PgMP® Exam: A Study Guide*", published by CreateSpace Independent Publishing Platform, which will be given to the participants to help them appreciate the principles presented in the course.

Course Objectives

Upon the successful completion of this course, each participant will be able to: -

- Get prepared for the next PgMP exam and have enough knowledge and skills to pass such exam in order to get the PMI certification
- Discuss the standard for program management including the relationships between portfolio, program, and project management and their roles in organizational project management (OPM)
- Explain the relationships between organizational strategy, program management and operations management
- Recognize the business value and the role of the program manager, program sponsor and the program management officer
- Discuss program management performance domain definitions and interactions

- Carryout organizational strategy, portfolio management and program management linkage
- Explain portfolio and program distinctions as well as program and project distinctions
- Employ program strategy alignment and determine program business case, program charter and program roadmap
- Apply environmental assessments and program risk management strategy
- Carryout program benefits management, identification, analysis, planning, delivery, transition and sustainment
- Employ program stakeholder engagement, identification, analysis, engagement planning and communications
- Apply program governance practices, design and implementation
- Illustrate program life cycle management, program activities and integration management
- Perform program definition phase activities, program delivery phase activities and program closure phase activities

PMI Recognition of Haward Courses

The Project Management Institute (PMI) recognizes Haward's Certificates and Continuing Education Units (CEUs).

The recognition and acceptance of our PDUs/CEUs fall under Categories E, F and G of PMI's "Professional Education" section at the PMP Application. Hence, what the delegates simply need to do is to complete this section as part of the PMP Application and submit it to PMI upon the receipt of Haward's certificates and ANSI/IACET's CEUs. PMI will automatically accept the delegates with 35 Contract Honors as a fulfillment of the required Professional Education.

Haward Technology, being the first **Authorized Provider** of the International Association for Continuing Education & Training (**IACET-USA**) in the Middle East, is authorized to award ANSI/IACET **CEUs** that are automatically accepted and recognized by the Project Management Institute (**PMI**).

Exclusive Smart Training Kit - H-STK®



*Participants of this course will receive the exclusive "Haward Smart Training Kit" (H-STK®). The H-STK® consists of a comprehensive set of technical content which includes **electronic version** of the course materials conveniently saved in a **Tablet PC**.*

Who Should Attend

This course provides an overview of all significant aspects and considerations of Program Management Professional for program managers who are looking to demonstrate a proven ability to manage complex, multiple projects and align results to organizational goals; to increase the visibility and value with the organization; and to separate themselves in the eyes of the employers.

Exam Eligibility & Structure

Exam candidates shall have the following minimum prerequisites: -

To be eligible for the PgMP Certification, you must meet certain educational and professional experience requirements. All project and program management experience must have been accrued over the last 15 consecutive years.

| Educational Background | Project Management Experience | Program Management Experience |
|--|--|--|
| Secondary diploma (high school diploma, associate degree or the global equivalent) | Minimum 48 months of unique non-overlapping professional project management experience* or PMP | Minimum 84 months of unique non-overlapping professional program management experience** |
| OR | | |
| Educational Background | Project Management Experience | Program Management Experience |
| Four-year degree (bachelor's degree, global equivalent or higher degree) | Minimum 48 months of unique non-overlapping professional project management experience* or PMP | Minimum 48 months of unique non-overlapping professional program management experience** |
| OR | | |
| Educational Background | Project Management Experience | Program Management Experience |
| Bachelor's or postgraduate degree from a GAC accredited program (bachelor's or master's degree or global equivalent) | Minimum 36 months of unique non-overlapping professional management experience* or PMP | Minimum 36 months of unique non-overlapping professional program management experience** |

*Project Management Experience- as identified under the five Process Groups defined in *A Guide to the Project Management Body of Knowledge (PMBOK® Guide)*.


**Program Management Experience- for each program listed, there must be at least two corresponding projects that share the common strategic goal and budget of the program.

Course Certificate(s)

Internationally recognized certificates will be issued to all participants of the course who completed a minimum of 80% of the total tuition hours.

Certificate Accreditations

Certificates are accredited by the following international accreditation organizations:-


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The International Accreditors for Continuing Education and Training (IACET - USA)

Haward Technology is an Authorized Training Provider by the International Accreditors for Continuing Education and Training (IACET), 2201 Cooperative Way, Suite 600, Herndon, VA 20171, USA. In obtaining this authority, Haward Technology has demonstrated that it complies with the **ANSI/IACET 2018-1 Standard** which is widely recognized as the standard of good practice internationally. As a result of our Authorized Provider membership status, Haward Technology is authorized to offer IACET CEUs for its programs that qualify under the **ANSI/IACET 2018-1 Standard**.

Haward Technology’s courses meet the professional certification and continuing education requirements for participants seeking **Continuing Education Units (CEUs)** in accordance with the rules & regulations of the International Accreditors for Continuing Education & Training (IACET). IACET is an international authority that evaluates programs according to strict, research-based criteria and guidelines. The CEU is an internationally accepted uniform unit of measurement in qualified courses of continuing education.

Haward Technology Middle East will award **3.5 CEUs** (Continuing Education Units) or **35 PDHs** (Professional Development Hours) for participants who completed the total tuition hours of this program. One CEU is equivalent to ten Professional Development Hours (PDHs) or ten contact hours of the participation in and completion of Haward Technology programs. A permanent record of a participant’s involvement and awarding of CEU will be maintained by Haward Technology. Haward Technology will provide a copy of the participant’s CEU and PDH Transcript of Records upon request.

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British Accreditation Council (BAC)

Haward Technology is accredited by the **British Accreditation Council** for **Independent Further and Higher Education** as an **International Centre**. BAC is the British accrediting body responsible for setting standards within independent further and higher education sector in the UK and overseas. As a BAC-accredited international centre, Haward Technology meets all of the international higher education criteria and standards set by BAC.

Accommodation

Accommodation is not included in the course fees. However, any accommodation required can be arranged at the time of booking.

Course Instructor(s)

This course will be conducted by the following instructor(s). However, we have the right to change the course instructor(s) prior to the course date and inform participants accordingly:



Dr. Chris Le Roux, PhD, MSc, BSc, PMI-PMP, PMI-CAPM is a **Senior Project & Management Consultant** with over **45 years** of teaching, training and industrial experience. His expertise lies extensively in the areas of **Project & Contracts Management Skills, Project & Construction Management, Project Planning, Scheduling & Control, Project Management, Project Delivery & Governance Framework, Project Management Practices, Project Management Disciplines, Project Risk Management, Risk Identification Tools & Techniques, Project Life Cycle, Project Stakeholder & Governance, Project Management Processes, Project Integration Management, Project Management Plan, Project Work Monitoring & Control, Project Scope Management, Project Time Management,**

Project Cost Management, Project Quality Management, Quality Assurance, Project Human Resource Management, Project Communications Management, Contract Management, Tender Development, Contract Standards & Laws, Dispute Resolution & Risk Identification, Myers-Briggs Type Indicator (MBTI), Organization Development Consultation, Advanced Debriefing of Emotional Trauma, Interpersonal Motivation, Model Based Interviewing, Leadership Orientation Programme, Coaching & Motivation, Creative Thinking & Problem-Solving Techniques, Emotional Intelligence, Presentation Skills, Communication & Interpersonal Skills, Effective Communication & Influencing Skills, Effective Business Writing Skills, Writing Business Documents, Business Writing (Memo & Report Writing), Leadership & Team Building, Psychology of Leadership, Interpersonal Skills & Teamwork, Coaching & Mentoring, Innovation & Creativity, Office Management & Administration Skills, Controlling Your Time & Managing Stress, Crisis Management, Strategic Human Resources Management, Change Management, Negotiation Skills, Strategic Planning, Risk Analysis & Risk Management, Global Diverse & Virtual Teams Operation, Exceeding Customer Expectations, Corporate Governance Best Practice, Business Performance Management & Improvement, Building Environment of Trust & Commitment, Win-Win Negotiation Strategies, Quality Improvement & Resource Optimization, Neuro Linguistic Programming (NLP), Personal Resilience Developing, Effective Role Modelling & Development, Managing Dynamic Work Environments, Organizational Development, Career Management, Situation & Behaviour Analysis, Interpersonal Motivation Skills, Inventory Management and Financial Administration. Further, he is also well-versed in Water Supply System Security, Vulnerability & Terrorism, Integrated Security Systems, Incident Threat Characterization & Analysis, Physical Security Systems, Security Crisis, Security Emergency Plan, Command & Control System, Preventive Actions and Situation Analysis. He was the **Psychologist & Project Manager** wherein he was responsible in the project management and private psychology practices.

During his career life, Dr. Le Roux has gained his academic and field experience through his various significant positions and dedication as the **Director, Medico Legal Assessor Psychologist, Training & Development General Manager, Project Manager, Account Manager, Commercial Sales Manager, Manager, Sales Engineer, Project Specialist, Psychology Practitioner, Senior HR Consultant, Senior Lecturer, Senior Consultant/Trainer, Business Consultant, Assistant Chief Education Specialist, ASI Coordinator, Part-time Lecturer/Trainer, PMP & Scrum Trainer, Assessor & Moderator, Team Leader, Departmental Head, Technical Instructor/Qualifying Technician, Apprentice Electrician: Signals and Part-Time Electrician** from various companies and universities such as the South African Railway (SAR), Department of Education & Culture, **ESKOM**, Logistic Technologies (Pty. Ltd), Human Development: Consulting Psychologies (HDCP) & IFS, Mincon, Eagle Support Africa, Sprout Consulting, UKZN, Grey Campus, Classis Seminars, CBM Training, just to name a few.

Dr. Le Roux has a **PhD in Commerce Major in Leadership in Performance & Change**, a **Master's degree in Human Resource Management**, a **Bachelor's degree (with Honours) in Industrial Psychology**, a National Higher Diploma and a National Technical Diploma in **Electrical & Mechanical Engineering**. Further, he is a **Certified Project Management Professional (PMI-PMP)**, a **Certified Associate in Project Management (PMI-CAPM)**, a **Certified Scrum Master Trainer** by the VMEdU, a **Certified Instructor/Trainer** and a **Certified Internal Verifier/Assessor/Trainer** by the **Institute of Leadership & Management (ILM)**. Moreover, he is a **Registered Industrial Psychologist** by the Health Professions Council of South Africa (HPCSA), a **Registered Educator** by the South African Council for Educators (SACE) and a **Registered Facilitator, Assessor & Moderator** with Education, Training and Development Practices (ETDP) SETA. He has further delivered numerous trainings, courses, seminars, conferences and workshops globally.

Training Methodology

All our Courses are including **Hands-on Practical Sessions** using equipment, State-of-the-Art Simulators, Drawings, Case Studies, Videos and Exercises. The courses include the following training methodologies as a percentage of the total tuition hours:-

- 30% Lectures
- 20% Practical Workshops & Work Presentations
- 30% Hands-on Practical Exercises & Case Studies
- 20% Simulators (Hardware & Software) & Videos

In an unlikely event, the course instructor may modify the above training methodology before or during the course for technical reasons.

Training Fee

| | |
|-----------|--|
| Al Khobar | US\$ 5,500 per Delegate. This rate includes H-STK® (Haward Smart Training Kit), buffet lunch, coffee/tea on arrival, morning & afternoon of each day. |
| Istanbul | US\$ 6,000 per Delegate + VAT . This rate includes Participants Pack (Folder, Manual, Hand-outs, etc.), buffet lunch, coffee/tea on arrival, morning & afternoon of each day |

Exam Fee

US\$ 1,335 per Delegate + **VAT**.

Course Program

The following program is planned for this course. However, the course instructor(s) may modify this program before or during the course for technical reasons with no prior notice to participants. Nevertheless, the course objectives will always be met:

Day 1

| | |
|-------------|---|
| 0730 – 0800 | Registration & Coffee |
| 0800 – 0815 | Welcome & Introduction |
| 0815 – 0830 | PRE-TEST |
| 0830 – 0930 | Introduction to Program Management Purpose of the Standard for Program Management • What is a Program? • What is Program Management? • The Relationships among Portfolio, Program & Project Management & their Roles in Organizational Project Management (OPM) |
| 0930 - 0945 | Break |
| 0945 – 1100 | Program Manager & Sponsor The Relationships among Organizational Strategy, Program Management & Operations Management |
| 1100 - 1200 | Program Manager & Sponsor (cont'd) Business Value • Role of the Program Manager |
| 1200 – 1300 | Lunch |
| 1300 – 1400 | Program Manager & Sponsor (cont'd) Role of the Program Sponsor |
| 1400 – 1415 | Break |



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|-------------|---|
| 1415 - 1550 | Program Manager & Sponsor (cont'd) Role of the Program Management Office |
| 1550 - 1600 | Recap Using this Course Overview, the Instructor(s) will Brief Participants about the Topics that were Discussed Today and Advise Them of the Topics to be Discussed Tomorrow |
| 1600 | End of Day One |

Day 2

| | |
|-------------|---|
| 0730 - 0900 | Program Management Domains Introduction • Program Management Performance Domain Definitions |
| 0900 - 0915 | Break |
| 0915 - 1100 | Program Management Domains (cont'd) Program Management Performance Domain Interactions • Organizational Strategy, Portfolio Management & Program Management Linkage |
| 1100 - 1200 | Program Management Domains (cont'd) Portfolio & Program Distinctions • Program & Project Distinctions |
| 1200 - 1300 | Lunch |
| 1300 - 1500 | Program Strategy Alignment Introduction • Program Business Case • Program Charter |
| 1500 - 1515 | Break |
| 1515 - 1550 | Program Strategy Alignment (cont'd) Program Roadmap • Environmental Assessments • Program Risk Management Strategy |
| 1550 - 1600 | Recap Using this Course Overview, the Instructor(s) will Brief Participants about the Topics that were Discussed Today and Advise Them of the Topics to be Discussed Tomorrow |
| 1600 | End of Day Two |

Day 3

| | |
|-------------|---|
| 0730 - 0930 | Program Benefits Management Introduction • Benefits Identification |
| 0930 - 0945 | Break |
| 0945 - 1100 | Program Benefits Management (cont'd) Benefits Analysis & Planning • Benefits Delivery |
| 1100 - 1200 | Program Benefits Management (cont'd) Benefits Transition • Benefits Sustainment |
| 1200 - 1300 | Lunch |
| 1300 - 1415 | Program Stakeholder Engagement Introduction • Program Stakeholder Identification • Program Stakeholder Analysis |
| 1415 - 1430 | Break |
| 1430 - 1550 | Program Stakeholder Engagement (cont'd) Program Stakeholder Engagement Planning • Program Stakeholder Engagement • Program Stakeholder Communications |
| 1550 - 1600 | Recap Using this Course Overview, the Instructor(s) will Brief Participants about the Topics that were Discussed Today and Advise Them of the Topics to be Discussed Tomorrow |
| 1600 | End of Day Three |





Day 4

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|-------------|--|
| 0730 – 0930 | Program Governance <i>Introduction • Program Governance Practices</i> |
| 0930 - 0945 | <i>Break</i> |
| 0945 - 1100 | Program Governance (cont'd) <i>Program Governance Roles</i> |
| 1100 – 1200 | Program Governance (cont'd) <i>Program Governance Design & Implementation</i> |
| 1200 – 1300 | <i>Lunch</i> |
| 1300 – 1415 | Program Life Cycle Management <i>Introduction • The Program Life Cycle</i> |
| 1415 – 1430 | <i>Break</i> |
| 1430 - 1550 | Program Life Cycle Management (cont'd) <i>Program Activities and Integration Management</i> |
| 1550 – 1600 | Recap <i>Using this Course Overview, the Instructor(s) will Brief Participants about the Topics that were Discussed Today and Advise Them of the Topics to be Discussed Tomorrow</i> |
| 1600 | <i>End of Day Four</i> |

Day 5

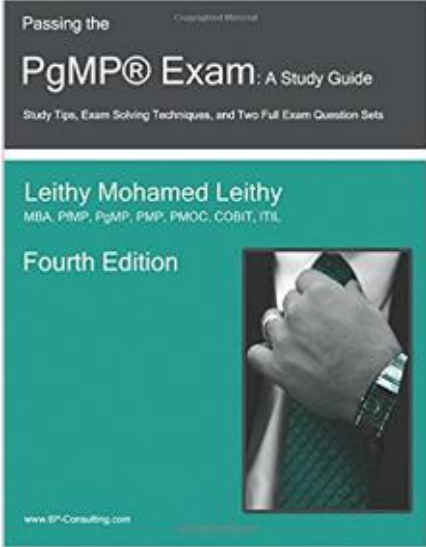
| | |
|-------------|--|
| 0730 - 1030 | Program Activities <i>Introduction</i> |
| 1030 - 1045 | <i>Break</i> |
| 1045 – 1200 | Program Activities (cont'd) <i>Program Definition Phase Activities</i> |
| 1200 – 1300 | <i>Lunch</i> |
| 1300 - 1400 | Program Activities (cont'd) <i>Program Delivery Phase Activities</i> |
| 1400 - 1415 | <i>Break</i> |
| 1415 – 1515 | Program Activities (cont'd) <i>Program Closure Phase Activities</i> |
| 1515 – 1530 | Course Conclusion <i>Using this Course Overview, the Instructor(s) will Brief Participants about the Course Topics that were Covered During the Course</i> |
| 1530 - 1545 | POST-TEST |
| 1545 – 1600 | <i>Presentation of Course Certificates</i> |
| 1600 | <i>End of Course</i> |

MOCK Exam

Upon the completion of the course, participants have to sit for a MOCK Examination similar to the exam of the Certification Body through Haward’s Portal. Each participant will be given a username and password to log in Haward’s Portal for the MOCK exam during the 7 days following the course completion. Each participant has only one trial for the MOCK exam within this 7-day examination window. Hence, you have to prepare yourself very well before starting your MOCK exam as this exam is a simulation to the one of the Certification Body.

Book(s)

As part of the course kit, the following e-book will be given to all participants:

| | |
|---|--|
|  | <p>Title : Passing the PgMP® Exam: A Study Guide</p> <p>ISBN : 978-1537664736</p> <p>Author : Leithy Mohamed Leithy</p> <p>Publisher : CreateSpace Independent Publishing Platform</p> |
|---|--|

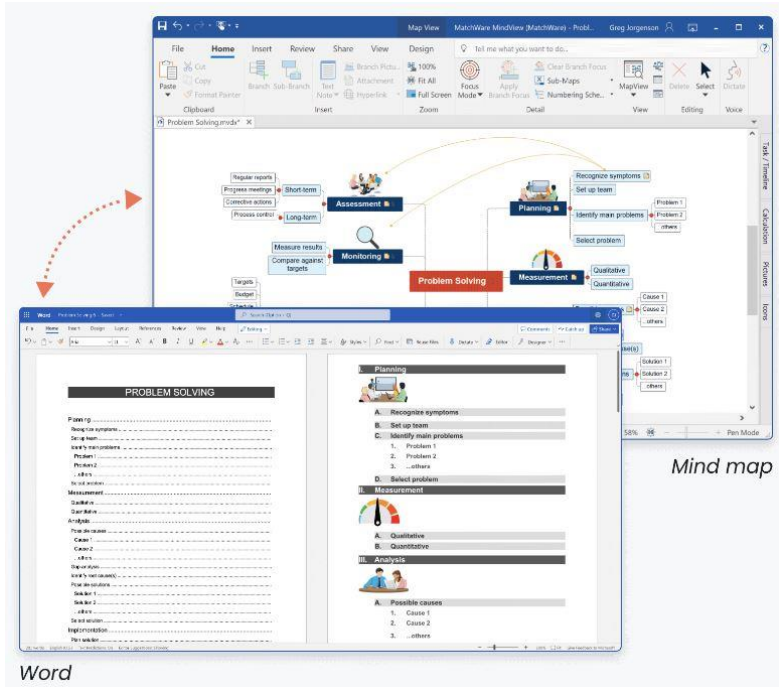
Simulator (Hands-on Practical Sessions)

Practical sessions will be organized during the course for delegates to practice the theory learnt. Delegates will be provided with an opportunity to carryout various exercises using the “MS Project”, “Mindview Software” and “Raidlog Simulator”.



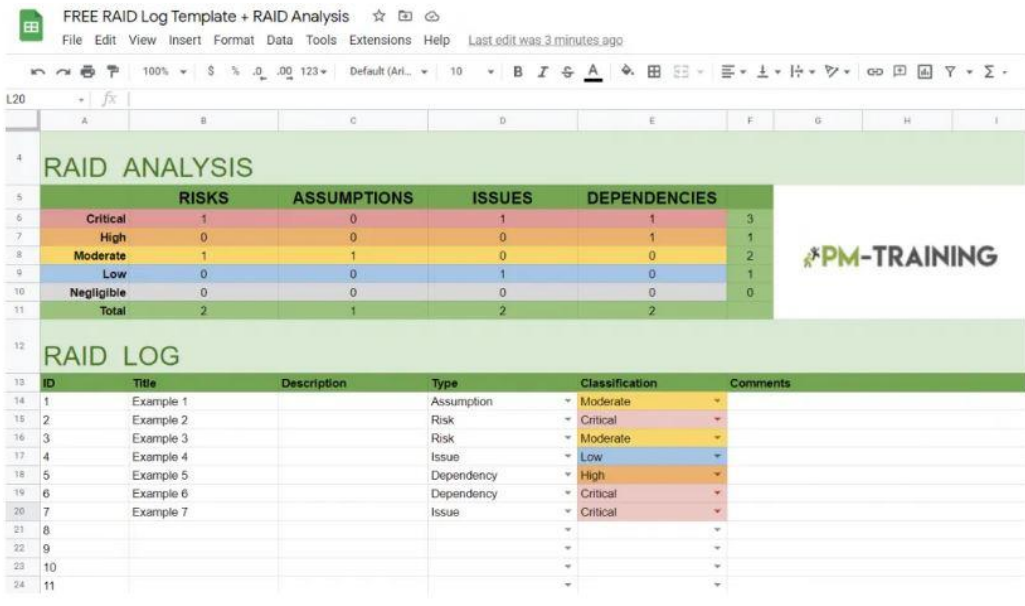
Microsoft Office Project
Enterprise Project Management Solution

MS Project



The screenshot displays the Mindview Software interface. At the top, there is a menu bar with options like File, Home, Insert, Review, Share, View, and Design. Below the menu is a toolbar with various icons. The main workspace is divided into two panes. The left pane, labeled 'Word', shows a document titled 'PROBLEM SOLVING' with a list of sections: Planning, Risk, Assumptions, Issues, Dependencies, and a Total row. The right pane, labeled 'Mind map', shows a hierarchical diagram with nodes for 'Assessment', 'Planning', 'Measurement', and 'Monitoring'. The 'Assessment' node is expanded, showing sub-nodes for 'Recognize symptoms', 'Set up team', 'Identify main problems', and 'Select problem'. The 'Planning' node is also expanded, showing sub-nodes for 'Qualitative' and 'Quantitative'. The 'Measurement' node is expanded, showing sub-nodes for 'Possible causes', 'Cause 1', 'Cause 2', and 'Others'. The 'Monitoring' node is expanded, showing sub-nodes for 'Targets', 'Budget', 'Measure results', and 'Compare against targets'. A red dashed arrow points from the 'Word' pane to the 'Mind map' pane.

Mindview Software



The screenshot shows a spreadsheet titled 'FREE RAID Log Template + RAID Analysis'. The spreadsheet is divided into two main sections: 'RAID ANALYSIS' and 'RAID LOG'.

RAID ANALYSIS

| | RISKS | ASSUMPTIONS | ISSUES | DEPENDENCIES | |
|--------------|----------|-------------|----------|--------------|----------|
| Critical | 1 | 0 | 1 | 1 | 3 |
| High | 0 | 0 | 0 | 1 | 1 |
| Moderate | 1 | 1 | 0 | 0 | 2 |
| Low | 0 | 0 | 1 | 0 | 1 |
| Negligible | 0 | 0 | 0 | 0 | 0 |
| Total | 2 | 1 | 2 | 2 | 0 |

RAID LOG

| ID | Title | Description | Type | Classification | Comments |
|----|-----------|-------------|------------|----------------|----------|
| 1 | Example 1 | | Assumption | Moderate | |
| 2 | Example 2 | | Risk | Critical | |
| 3 | Example 3 | | Risk | Moderate | |
| 4 | Example 4 | | Issue | Low | |
| 5 | Example 5 | | Dependency | High | |
| 6 | Example 6 | | Dependency | Critical | |
| 7 | Example 7 | | Issue | Critical | |
| 8 | | | | | |
| 9 | | | | | |
| 10 | | | | | |
| 11 | | | | | |

Raidlog Simulator

Course Coordinator

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