# PMP and CAPM Reference Materials and Resources

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## **PMI Resources**

* There is a lot of information on the Global PMI website ([the Project Management Institute](https://www.pmi.org/about)) in regards to the Project, Program, Portfolio Management profession. This information includes Guides and Standards for practioners, credential specifications, links to learning (journals, seminars, courses, and academic research).
* The [PMI Membership](https://www.pmi.org/membership/benefits) link provides valuable information in regards to tapping into additional opportuniites to engage with project, program, and portfolio management practioners. These opportunities include networking events, volunteer opportunities, and access to coaches and mentors.
	+ There is a lot of value in connecting with a local chapter, like the [PMI Mile Hi Chapter](http://www.pmimilehi.org). There are local events that encourage easy ways to network and grow your knowledge. This includes chapter meetings, professional development workshops volunteer opportunities, coaches and mentors.
* The [PMI certification](https://www.pmi.org/certifications/types) page provides access to processes, costs, eligibility requirements and handbooks in regards to credentials. Critically, the information found on this page includes the relevancy of various credentials and the career paths available.

### **Eligibility Requirements**

Please review these resources to determine eligibility to take either the CAPM or PMP:

* [Description of CAPM](https://www.pmi.org/certifications/types/certified-associate-capm)
* [Description of the PMP](https://www.pmi.org/certifications/types/project-management-pmp)

### **Certification and Exam Specifics**

* [Certification FAQs](https://www.pmi.org/certifications/faq)
* CAPM Exam specifics
* [CAPM Handbook](http://www.pmi.org/-/media/pmi/documents/public/pdf/certifications/certified-associate-project-management-handbook.pdf) (handbook on maintaining the certification, not the same as the PMBoK)
* [CAPM Exam Guidance](https://www.pmi.org/certifications/types/certified-associate-capm/exam-prep)
* [CAPM Examination Content Outline](http://www.pmi.org/-/media/pmi/documents/public/pdf/certifications/certified-associate-project-management-exam-outline.pdf)
* [CAPM Sample Questions](http://www.pmi.org/-/media/pmi/documents/public/pdf/certifications/certified-associate-project-management-sample-questions.pdf)
* PMP Exam specifics
* [PMP Handbook](http://www.pmi.org/-/media/pmi/documents/public/pdf/certifications/project-management-professional-handbook.pdf) (handbook on maintaining the certification, not the same as the PMBoK)
* [PMP Exam Guidance](https://www.pmi.org/certifications/types/project-management-pmp/exam-prep)
* [PMP Examination Content Outline](https://www.pmi.org/-/media/pmi/documents/public/pdf/certifications/project-management-professional-exam-outline.pdf)
* [PMP Sample Questions](http://www.pmi.org/-/media/pmi/documents/public/pdf/certifications/project-management-professional-sample-questions.pdf)

## **Tips on Certification Prep, Including Exam Application**

* Here is a [great guide](http://www.i-leadonline.com/how-to-get-your-certification/) towards the pursuit of a certification.
* These Macro-enabled excel spreadsheets assist applicants in inventorying their experience in preparation for application.
	+ [Summary - Mosaic Project Services Pty Ltd](http://mosaicprojects.com.au/ftp/PMP%20Hours.xls)
	+ [PMP Work Experience - Project Smart](https://www.projectsmart.co.uk/docs/pmp-application.xlsx)
* [Knowledge Areas and Process Groups](https://www.visual-paradigm.com/guide/pmbok/pmbok-6-10-knowledge-areas-and-49-processes/)

### **PMI on Social Media**

* [PMI Mile Hi Chapter on Facebook](https://www.facebook.com/PMIMileHI/)
* [PMI (Global) on Facebook](https://www.facebook.com/PMInstitute/)
* [PMI Mile Hi Chapter on LinkedIn](https://www.linkedin.com/in/pmimilehi/)
* [PMI (Global) on LinkedIn](https://www.linkedin.com/company/project-management-institute/)

### **Websites, Articles and Blogs**

* [PMI Lexicon](https://quizlet.com/13403857/pmi-lexicon-of-project-management-terms-flash-cards/)
* [80+ Awesome Online Resources for Project Managers](https://www.wrike.com/blog/awesome-online-resources-for-project-managers/)
* [Project Managment YouTube Videos](https://www.youtube.com/user/projectmanagervideos/videos) including:
	+ [RMC PMP Process Chart](https://www.youtube.com/watch?v=AsQaI2dgKSc)
	+ [RMC: Getting Started in Project Management 1](https://www.youtube.com/watch?v=8x7msPfjASo&list=PL395944B4606C1909)
	+ [RMC: Getting Started in Project Management 2, Project Charter](https://www.youtube.com/watch?v=y4x6uQzP2o0&index=2&list=PL395944B4606C1909)
	+ [[RMC: Getting Started in Project Management 3, Project Plan](https://www.youtube.com/watch?v=ASfVR0rAZjw&index=3&list=PL395944B4606C1909)](https://www.youtube.com/watch?v=ASfVR0rAZjw&list=PL395944B4606C1909&index=3)
	+ [RMC: Getting Started in Project Management 4, Work Breakdown Structure](https://www.youtube.com/watch?v=bdlYTwDhqYE&list=PL395944B4606C1909&index=4)
	+ [RMC: Getting Started in Project Management 5, Risk](https://www.youtube.com/watch?v=732rmkuFC7o&index=7&list=PL395944B4606C1909)
	+ [RMC: Getting Started in Project Management 6, Communication](https://www.youtube.com/watch?v=xrj4zYv4-Og&list=PL395944B4606C1909&index=6)
	+ [RMC: Getting Started in Project Management 7, Control the Project](https://www.youtube.com/watch?v=yEKpuZ0JIA8&index=5&list=PL395944B4606C1909)
* [More Project Management YouTube Videos](https://www.youtube.com/channel/UCuB9vx4UOTETkdSqxtFZ5pQ/videos)
* [Project Management Skills](https://www.project-management-skills.com/index.html): review short articles on Project management, Project Management LifeCycle, and most of the Project Management Knowledge Areas
* [Earned Value Management Systems (EVMS)](https://www.pmi.org/learning/library/earned-value-management-systems-analysis-8026)
* [Earned Value and Formulas for Project Managers](http://www.dummies.com/careers/project-management/earned-value-management-terms-and-formulas-for-project-managers/)
* [PMP Formulas and Calculations](https://www.project-management-prepcast.com/pmp-formulas)
* [Clean Infographic explaining formulas](http://www.velopi.com/images/Downloads/Velopi%20PMP%20Cheat%20Sheet.pdf)
* [Cheat Sheet: Earned Value Management](https://www.pinterest.com/pin/575616396115499018/)
* [ProjectManagement.com](https://www.projectmanagement.com/) has a lot of PM content for free.
	+ [Discussion Boards](https://www.projectmanagement.com/discussions/)
	+ [Blogs](https://www.projectmanagement.com/blogs/)
	+ [Technique Wikis](https://www.projectmanagement.com/wiki/Techniques/)
	+ [On-demand webinars](https://www.projectmanagement.com/Webinars/webinarMainOnDemand.cfm)
* [Harvard Business Review](https://hbr.org/topic/project-management) articles on Project Management
* [MindTools](https://www.mindtools.com/): provides articles, videos, blogs, and infographics on various professional and business skills including Project Management.  Reviewing the “65 skills for managing projects more effectively” provides exposure to some of the methodology as described by the PMBoK.  This resource is free.

### **Find Registered Education Providers (REP) via PMI Global**

To locate an REP near you, utilize this [page](https://www.pmi.org/learning/training-development/reps) via PMI Global.

### **On Site Prep Courses and Bootcamps**

* [The PMI Mile Hi Chapter](http://pmimilehi.org/PMP_CAPM_Exam_Prep_Course) offers a bootcamp.
	+ Included in the bootcamp fees are materials from [RMC Learning Solutions](https://rmcls.com/about/rita-mulcahy) (commonly referred to Rita Mulcahey, the founder) for [PMP Prep](https://rmcls.com/pmp) or [CAPM Prep](https://rmcls.com/capm), specifically the Exam Prep Guide and the PM FASTrack Cloud.
	+ Monthly meetings and weekend workshops provide further learning opportunities.

### **Online Courses**

* [BRAINBOK](https://www.brainbok.com/): provides an interactive version of the PMBoK, an Exam Simulator, Flashcards, quizzes and course completion credits that can be used for contact hours.
* [Lynda.Com](http://www.lynda.com/): provides courses and worksheets on a variety of topics.  This resource is available through the Premium LinkedIn membership (click on the “learning” button) and through various public libraries (like Fort Collins).  Otherwise there is a fee.  Valuable classes for PMP Prep include:
	+ Project Management Foundations by Bonnie Biafore
	+ Project Management Foundations: Ethics by Bob McGannon
	+ Project Management Foundations: Integration by Bob McGannon
	+ Project Management Foundations: Requirements by Terri Wagner
	+ Project Management: Preventing Scope Creep by Terri Wagner
	+ Project Management Foundations: Schedules by Bonnie Biafore
	+ Project Management Foundations: Budgets by Bob McGannon
	+ Project Management Foundations: Quality by Bob McGannon
	+ Project Mangaement Foundtions: Teams by Bob McGannon
	+ Project Management Foundations: Communication by Doug Rose
	+ Project Management Foundations: Risk by Bob McGannon
	+ Project Management Foundations: Procurement: by Bob McGannon
	+ Project Management Foundations: Stakeholders by Terri Wagner
	+ Project Management Foundations: Change by Doug Rose
	+ Project Management Simplified by Chris Croft
	+ Project Management: Solving Common Project Problems by Chris Croft
	+ Project Management: Calculating Earned Value by Aileen Ellie.Introduction the the
	+ Project Management Professional (PMP) Exam by Sandra M Mitchell
* [Essentials of Project Management (Full Series)](http://learning.pmi.org/course-detail.php?courseID=539) cost $350 for members, $400 for non-members). (<https://www.pmi.org/learning/training-development/online-courses>)
* [PMI](https://www.pmi.org/) [webinars](https://www.pmi.org/learning/training-development/webinars):  Webinars like Demystifying PMBOK Guide Math – Part 1 and 2 are free with a PMI membership. (<https://www.pmi.org/learning/training-development/webinars>)
* [RMC Learning Solutions/Rita Mulchay’s Original Exam Prep](https://rmcls.com/about/rita-mulcahy): widely respected materials including sample exam questions.

### **Practice Exam Questions**

* [PM Exam Simulator. Free for 7 days](http://peopleandprojectspodcast.com/FreeSimulator)
* [PM Study's Sample Questions](http://www.pmstudy.com/PMP-Exam-Resources/freeSimulatedTest.asp)