



**amideast**  
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# CERTIFIED ASSOCIATE IN PROJECT MANAGEMENT (CAPM)®

## EXAM PREPARATION COURSE

*Launch your project management career with a globally recognized certification that opens doors across industries and countries.*

### Description

This 24-hour CAPM exam preparation course provides you with all the knowledge and resources necessary to successfully pass your exam and excel in project leadership. The curriculum aligns with the latest Project Management Body of Knowledge (PMBOK® Guide) and Agile Practice Guide, ensuring you receive the most current instruction.

### Target Audience

The course is recommended for project team members and entry-level or junior project managers, as well as qualified undergraduate and graduate students, who want a credential to recognize their value to project team performance.

### Why Get CAPM Certified?

- **Recognized Foundation:** Validates your understanding of core project management principles
- **Career Starter:** Ideal for those new to project management or transitioning into the field
- **Increased Credibility:** Helps you stand out in competitive job markets
- **Globally Transferable:** Accepted and respected across industries and countries
- **Pathway to PMP®:** Builds the knowledge base needed to pursue PMP certification later

### Why Prepare with an Authorized Training Partner?

As a PMI Authorized Training Partner, Amideast's CAPM exam prep courses:

- Use official PMI study materials aligned with the current CAPM exam
- Fulfil the 23-hour project management training requirement for CAPM eligibility
- Are delivered by PMI-trained, certified instructors
- Provide structured, exam-focused learning for higher pass rates
- Offer globally recognized preparation trusted by employers worldwide

### Ready to Advance Your Career?

Unlock your potential as a certified project leader. Amideast's comprehensive CAPM exam preparation courses provide the tools, knowledge, and confidence you need to succeed. Take the next step towards global recognition and enhanced earning potential. Visit our website to learn more and enrol in our next CAPM exam preparation course: [www.amideast.org](http://www.amideast.org)

# CAPM® EXAM PREREQUISITES

This certification does not require prior project management experience, making it ideal for beginners and early-career professionals.

To be eligible for the CAPM exam, you must have both of the following:

- Secondary degree, such as a high school diploma, GED (general educational development), or global equivalent
- 23 contact hours of training in project management



## COURSE CONTENT



### LESSON 1

#### PROJECT MANAGEMENT FUNDAMENTALS AND CORE CONCEPTS

- Various project life cycles and processes
- Project management planning
- Project roles and responsibilities
- How to follow and execute planned strategies or frameworks (e.g., communication, risks, etc.)
- Common problem-solving tools and techniques



### LESSON 2

#### PREDICTIVE, PLAN-BASED METHODOLOGIES

- When it is appropriate to use a predictive, plan-based approach
- Project management plan scheduling
- Critical path and WBS methods
- How to document project controls of predictive, plan-based projects
- Calculating schedule and cost variances



### LESSON 3

#### AGILE FRAMEWORKS AND METHODOLOGIES

- Identify when it is appropriate to use an adaptive approach
- How to plan project iterations
- How to document project controls for an adaptive project
- The components of an adaptive plan
- How to prepare and execute task management steps



### LESSON 4

#### BUSINESS ANALYSIS FRAMEWORKS

- Stakeholder communication
- How to gather requirements
- Product roadmaps
- How project methodologies influence business analysis processes