PMP® Examination Preparation & Study Plan

With the proper experience and a good study plan the preparation to take and pass the PMP® examination can be accomplished in a reasonable timeframe. Several sources have indicated that 60 to 120 hours of study should be sufficient in most cases. More time should be expected if a PMP® preparation course is not included in the plan. The actual time will depend, of course, on the individual's experience, study habits, available time and other motivating factors.

Key plan milestones are:
• Determine the study plan and time frame
• Document project experience
• Obtain supervisor agreement with documented experience
• Submit examination registration
• Receive PMI® approval to take the examination
• Schedule an exam date
• Execute the study plan
• Pre-visit of exam site
• Take and pass the examination
• Celebrate!

A good study plan should include the following:
• Overview of the PMBOK® framework for project management
• Comprehensive understanding of each of the knowledge areas
• Comprehensive understanding of the process flow
• Thorough understanding of the processes inputs, outputs, tools & techniques
• Many practice examinations
• Understanding of many general management concepts not explained in the PMBOK® (study guides are helpful)
• Development of a review sheet of formulae and key concepts
• Final review prior to the exam

A good study plan timeframe (assumes other responsibilities), may be:
• Overview of the PMBOK® (1 week)
• Detail study of 1 or 2 chapters per week and take practice examinations (6-12 weeks)
• Final review prior to scheduled exam (3-6 days)

Key Resources include:
• A course that covers the PMBOK® and PMP® preparation process
• PMBOK® Third Edition
• 1 or 2 PMP® study guides (be sure they are for the 3rd PMBOK® edition)
• Practice examinations
• A study group can be helpful