



Project Management Essentials Certified (PMEC)[™]

Course of Study

The Project Management Essentials Certification, designed exclusively for the Management and Strategy Institute, will provide you with a basic understanding of Project Management principles. This certification course includes the study material and the online certification exam. This innovative certification is designed for individuals with no prior knowledge or experience in Project Management. Using the included study material, you'll learn why some projects fail while others are successful. You'll learn the stages of Project Management - Initiating, Planning, Executing, Monitoring, and Closing.

The PMEC exam is a timed, online exam issued at the completion of the training material. You must successfully answer 13 out of 15 questions to pass the exam.

Competencies

This program covers the following competencies:

What is a Project

- Before you learn the process of managing a project, you must first learn to define it.
 - Learning Outcome: The student will be able to define a project and the characteristics that define it.

How Projects Fail

- Every day there are projects that fail. You will review some of the reasons why this happens and the causes of these failures.
 - Learning Outcome: The student will understand the reasons behind project failure.

The Stages of Managing a Project

- There are Five Process Groups within a project. Initiating, Planning, Executing, Monitor/Controlling, and closing. At this point in the training you will be given a brief overview of each stage and the importance it plays within a project.
 - Learning Outcome: The student will be introduced to the five stages of project management and will be able to define each stage.

Learning Resources

Recommended:

Material included with your purchase is required reading.

- Free online training material provided by MSI. The material includes everything you will need to learn to pass the exam. This material is included for free with the purchase of your exam. It is in digital form, and available immediately after payment.

Optional:

This material is not required, however it will assist you in becoming PMEC Certified.

- Project Management Institute (Jan 1, 2013), A Guide to the Project Management Body of Knowledge: PMBOK(R) Guide, ISBN-13: 978-1935589679
- Schmidt, Terry (Mar 16, 2009), Strategic Project Management Made Simple: Practical Tools for Leaders and Teams, ISBN-13: 978-0470411582

Preparing for Success

In order to successfully complete the PMEC exam, you will need to make sure you have the appropriate resources to support your learning.

- A quiet location, free from distraction.
- Internet access.
- Current (newest) version of Internet Explorer, Firefox, or Chrome browser.
- Take study notes while going through the training.
- When you are ready to take the exam, you should allot 30 minutes of time.

Frequently Asked Questions

What happens if I fail the exam?

- You are given two additional attempts to pass the exam at no additional cost.