COURSE OVERVIEW PM0095
Project Management Professional (PMI-PMP)
PMI Exam Preparation Training

Course Title
Project Management Professional (PMI-PMP) *PMI Exam Preparation Training*

Course Reference
PM0095

Course Duration/Credits
Five days/3.5 CEUs/35 PDHs

Course Date/Venue

Session(s)	Date	Venue
1	January 11-15, 2026	Tamra Meeting Room, Al Bandar Rotana Creek, Dubai, UAE
2	February 08-12, 2026	Meeting Plus 9, City Centre Rotana, Doha Qatar
3	May 31- June 04, 2026	Crowne Meeting Room, Crowne Plaza Al Khobar, an IHG Hotel, Al Khobar, KSA
4	August 16-20, 2026	Meeting Plus 9, City Centre Rotana, Doha Qatar
5	November 29- December 03, 2026	Tamra Meeting Room, Al Bandar Rotana Creek, Dubai, UAE

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.

The acceptance of project management as a profession indicates that the application of knowledge, processes, skills, tools, and techniques can have a significant impact on project success. A project is a temporary endeavor undertaken to create a unique product, service, or result. The temporary nature of projects indicates that a project has a definite beginning and end. The end is reached when the project's objectives have been achieved or when the project is terminated because its objectives will not or cannot be met, or when the need for the project is no longer exists.

This course is designed to cover the PMI's project management body of knowledge (PMBOK). It provides guidelines for managing individual projects and defines project management related concepts. It also describes the project management life cycle and its related processes, as well as the project life cycle.

The course will take you step-to-step through the latest planning and control techniques, particularly those used by the Project Management Software and the Project Management Body of Knowledge (both APM's book and PMI's PMBOK). The course is in line with the PMI knowledge requirements and with the relevant experience will enable the participant to apply to the PMI for acceptance to their examination for the PMI-PMP registration. (Details of the full PMI requirements are available on the PMI web-page, www.pmi.org)

The course is carefully developed to reflect the best practices that also match the training requirements of distinguished professional organizations such as the Project Management Institute (**PMI**) and **FIDIC**. The Professional Development Units/Hours (**PDUs**) or Continuing Education Units (**CEUs**) awarded to our participants are recognized by the Project Management Institute (**PMI**) and by the International Association for Continuing Education & Training (**IACET-USA**).

Course Objectives

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

- Get prepared for the next PMP exam and have enough knowledge and skills to pass such exam in order to get the PMI certification

- Discuss the foundation of business environment including strategic alignment

- Evaluate and deliver project benefits and value as well as execute project with the urgency required to deliver business value

- Support organizational culture, establish project governance structure and plan and manage compliance

- Collaborate and engage with stakeholders, manage communications and empower team members and stakeholders

- Ensure knowledge transfer for project continuity, engage and support virtual teams and lead a team

- Negotiate project agreements, build shared understanding and define team ground rules

- Determine appropriate project methodology/methods and practices

- Plan the projects and execute project with the urgency required to deliver business value

- Plan and manage the scope, project/phase closure or transition and schedule

- Build a team, plan and manage procurement and budget resources and assess and manage risk

- Plan and manage project compliance and quality of products/deliverables

- Integrate project planning activities, manage project changes and manage project artifacts

- Support team performance, promote team performance through the application of emotional intelligence and ensure team members/stakeholders are adequately trained

- Mentor relevant stakeholders, manage conflict, define team ground rules and implement continuous improvement

- Evaluate project progress, manage project issues and address and remove impediments, obstacles and blockers for the team

- Evaluate and address external business environment changes for impact on scope, manage project changes, negotiate project agreements and ensure knowledge transfer for project continuity

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.

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**).

Who Should Attend
This course provides an overview of all significant aspects and considerations of project management for managers, specialists and engineers who have project management responsibilities but with limited training or experience in this area. The course covers the PMI's PMBOK for those interested to sit for the PMP exam.

Exam Eligibility & Structure
To be eligible for the PMP certification, you must meet certain educational and professional experience requirements.

Educational Background	Project Management Experience
High School Diploma or Associate's degree	• Minimum five years/60 months of experience leading projects within the past eight years • 35 hours of project management education/training or CAPM Certification
OR	
Four-year degree (bachelor's degree or global equivalent)	• Minimum three years/36 months of experience leading projects within the past eight years • 35 hours of project management education/training or CAPM Certification

PMI-PMP Certificate(s)

PMI-PMP certificates will be issued to participants who have successfully passed the PMI-PMP examination.
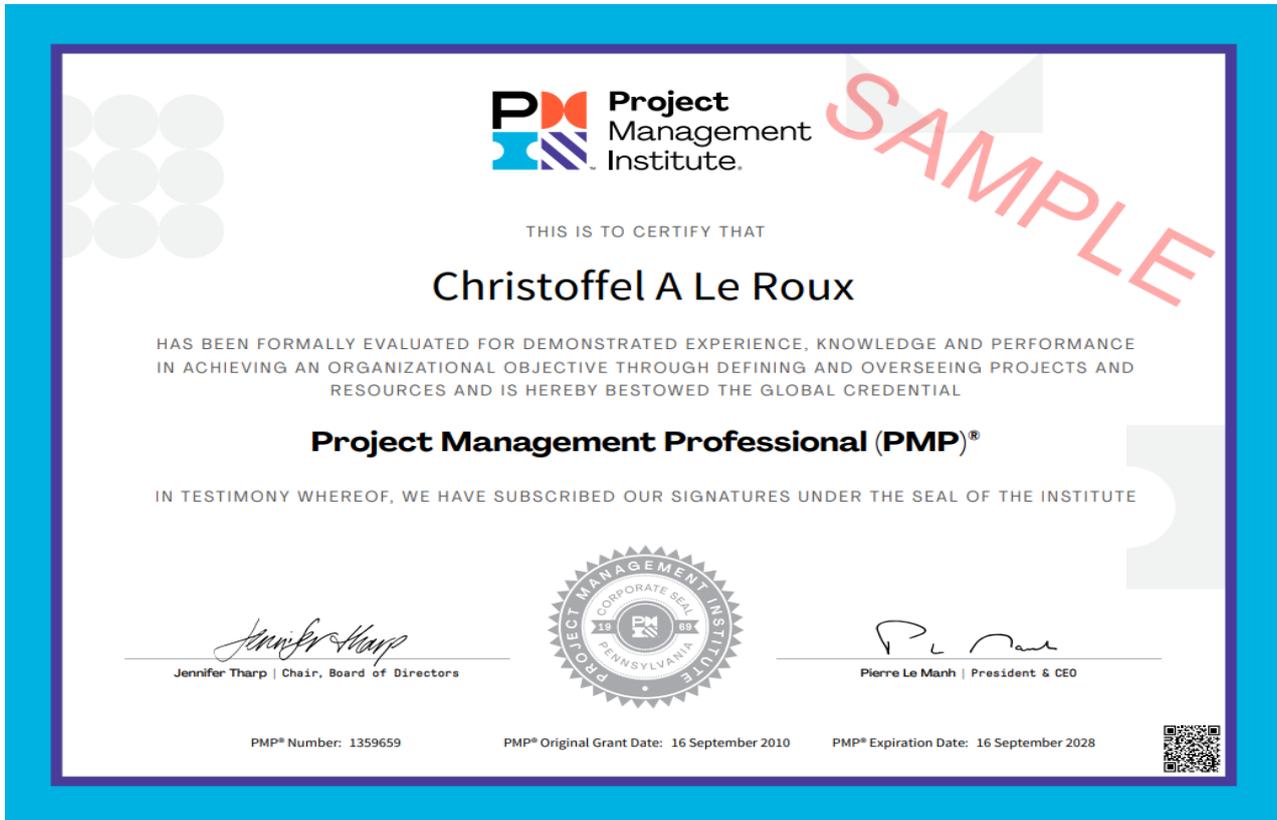
(2) Official Transcript of Records will be provided to the successful delegates with the equivalent number of ANSI/IACET accredited Continuing Education Units (CEUs) earned during the course.

Certificate Accreditations

Certificates are accredited by the following international accreditation organizations: -

- Project Management Institute (PMI)

  Haward Technology is an **Authorized Training Partner** of the **Project Management Institute (PMI)** (USA). We are strictly complying with the quality requirements and standards of PMI. Haward Technology is approved by PMI to issue contact hours and PDUs for those courses following the PMI requirements in addition to all PMI Project Management courses. Our trainers are Authorized by PMI to deliver the PMI Accredited courses and certification programs. As an Authorized Training Partner, Haward Technology has access to the latest and up-to-date PMI materials and resources available in the field of Project Management that will definitely improve the chances of success for participants attending Haward Technology courses.

  The PMI Authorized Training Partner seal is a registered mark of **Project Management Institute, Inc.**

- 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.

- 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 **3.25 CEUs** (Continuing Education Units) or **32.5 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.

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

Dubai	**US$ 5,500** per Delegate + **VAT**. This rate includes H-STK® (Haward Smart Training Kit), buffet lunch, coffee/tea on arrival, morning & afternoon of each day.
Doha	**US$ 6,000** per Delegate. This rate includes H-STK® (Haward Smart Training Kit), buffet lunch, coffee/tea on arrival, morning & afternoon of each day.
Al Khobar	**US$ 5,500** per Delegate + **VAT**. This rate includes H-STK® (Haward Smart Training Kit), buffet lunch, coffee/tea on arrival, morning & afternoon of each day.
Doha	**US$ 6,000** per Delegate. This rate includes H-STK® (Haward Smart Training Kit), buffet lunch, coffee/tea on arrival, morning & afternoon of each day.
Dubai	**US$ 5,500** per Delegate + **VAT**. This rate includes H-STK® (Haward Smart Training Kit), buffet lunch, coffee/tea on arrival, morning & afternoon of each day.

Exam Fee
US$ 875 per Delegate **+ VAT**.

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

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 – 0745	*Registration & Coffee*
0745 – 0800	*Welcome & Introduction*
0800 – 0815	***PRE-TEST***
0815 – 0900	***Introduction to Project Management Professional***
0900 – 1000	***Lesson 1: Business Environment: 1A Foundation*** *Foundational Project Management Concepts ● Project Management Principles ● The Agile Mindset ● Tailoring – Hybrid Approaches, Processes & Practices in Project Management*

1000 – 1015	Break
1015 – 1100	**Lesson 1: Business Environment: 1B Strategic Alignment** *Define Strategic Alignment & Business Acumen ● Follow Guidelines for Effective Business Decision-Making ● Explore Organizational Influences on Projects ● Explain How Projects Align with Broader Organizational Strategy & Global Trends*
1100 – 1200	**Lesson 1: Business Environment: 1C Project Benefits & Value** *Evaluate & Deliver Project Benefits & Value ● Execute Project with the Urgency Required to Deliver Business*
1200 – 1230	**Lesson 1: Business Environment: 1D Organizational Culture & Change Management** *Support Organizational Change*
1230 – 1330	Lunch
1330 – 1430	**Lesson 1: Business Environment: 1E Project Governance** *Establish Project Governance Structure*
1430 – 1445	Break
1445 – 1530	**Lesson 1: Business Environment: 1F Project Compliance** *Plan & Manage Project Compliance*
1530 – 1550	**Lesson 2: Start the Project: 2A Identify & Engage Stakeholders** *Collaborate with Stakeholders ● Engage Stakeholders ● Manage 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 One*

Day 2

0730 – 0930	**Lesson 2: Start the Project: 2B Team Formation** *Empower Team Members & Stakeholders ● Ensure Knowledge Transfer for Project Continuity*
0930 – 0945	Break
0945 – 1030	**Lesson 2: Start the Project: 2B Team Formation (cont'd)** *Engage & Support Virtual Teams*
1030 – 1130	**Lesson 2: Start Project: 2C Build Shared Understanding** *Lead a Team ● Negotiate Project Agreements*
1130 – 1230	**Lesson 2: Start Project: 2C Build Shared Understanding (cont'd)** *Build Shared Understanding ● Define Team Ground Rules*
1230 – 1330	Lunch
1330 – 1415	**Lesson 2: Start Project: 2D Decide Project Approach/Methodology** *Determine Appropriate Project Methodology/Methods & Practices*
1415 – 1500	**Lesson 3: Plan the Project: 3A Planning Projects** *Differentiation of Planning for Predictive vs Adaptive Approaches*
1500 – 1515	Break
1515 – 1550	**Lesson 3: Plan the Project: 3B Scope** *Execute Project with the Urgency Required to Deliver Business Value ● Plan & Manage Scope ● Plan & Manage Project/Phase Closure or Transitions*
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	**Lesson 3: Plan the Project: 3C Schedule** *Plan and Manage Schedule*
0930 – 0945	*Break*
0945 – 1100	**Lesson 3: Plan the Project: 3D Resources** *Build a Team ● Plan & Manage Procurement (Resources)*
1100 – 1230	**Lesson 3: Plan the Project: 3E Budget** *Plan & Manage Budget & Resources*
1230 – 1330	*Lunch*
1330 – 1430	**Lesson 3: Plan the Project: 3F Risks** *Assess & Manage Risks ● Plan & Manage Project Compliance*
1430 – 1445	*Break*
1445 – 1550	**Lesson 3: Plan the Project: 3G Quality** *Plan & Manage Quality of Products/Deliverables ● Plan & Manage Project Compliance*
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

0730 – 0900	**Lesson 3: Plan the Project: 3H Integrate Plans** *Integrate Project Planning Activities ● Manage Project Changes*
0900 – 0915	*Break*
0915 – 1015	**Lesson 4: Lead the Project Team: 4A Craft your Leadership Style** *Lead a Team ● Engage & Support Virtual Teams*
1015 – 1100	**Lesson 4: Lead the Project Team: 4B Create a Collaborative Project Team Environment** *Manage Project Artifacts*
1100 – 1130	**Lesson 4: Lead the Project Team: 4C Empower the Team** *Lead a Team ● Empower Team Members & Stakeholders*
1130 – 1200	**Lesson 4: Lead the Project Team: 4D Support Team Member Performance** *Support Team Performance ● Promote Team Performance through the Application of Emotional Intelligence*
1200 – 1230	**Lesson 4: Lead the Project Team: 4E Communicate & Collaborate with Stakeholders** *Manage Communications ● Lead a Team ● Engage Stakeholders ● Collaborate with Stakeholders ● Evaluate & Deliver Project Benefits & Value*
1230 – 1330	*Lunch*
1330 – 1430	**Lesson 4: Lead the Project Team: 4F Train Team Members & Stakeholders** *Build a Team ● Ensure Team Members/Stakeholders are Adequately Trained ● Mentor Relevant Stakeholders*
1430 – 1445	*Break*
1445 – 1530	**Lesson 4: Lead the Project Team: 4G Manage Conflict** *Manage Conflict ● Define Team Ground Rules ● Build Shared Understanding*

1550 – 1550	*Lesson 5: Support Project Team Performance: 5A Implement Ongoing Improvements* *Continuous Improvement*
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 5

| 0730 – 0930	*Lesson 5: Support Project Team Performance: 5B Support Performance* *Manage Communications ● Empower Team Members & Stakeholders ● Build a Team ● Engage & Support Virtual Teams ● Manage Project Artifacts ● Determine Appropriate Project Methodology/Methods & Practices*
0930 – 0945	*Break*
0945 – 1100	*Lesson 5: Support Project Team Performance: 5C Evaluate Project Progress* *Plan & Manage Scope ● Plan & Manage Schedule ● Plan & Manage Budget & Resources ● Execute Project with the Urgency Required to Deliver Business Value ● Plan & Manage Quality of Products/Deliverables*
1100 – 1245	*Lesson 5: Support Project Team Performance: 5D Manage Issues & Impediments* *Manage Project Issues ● Address & Remove Impediments, Obstacles & Blockers for the Team ● Evaluate & Address External Business Environment Changes for Impact on Scope ● Manage Project Changes*
1245 – 1345	*Lunch*
1345 – 1415	*Lesson 6: Close the Project/Phase: 6A Project/Phase Closure* *Negotiate Project Agreements ● Plan & Manage Project/Phase Closure or Transitions*
1415 – 1430	*Break*
1430 – 1445	*Lesson 6: Close the Project/Phase: 6B Benefits Realization* *Evaluate & Deliver Project Benefits & Value*
1445 – 1500	*Lesson 6: Close the Project/Phase: 6C Knowledge Transfer* *Ensure Knowledge Transfer for Project Continuity*
1500 – 1515	*Course Conclusion* *Using this Course Overview, the Instructor(s) will Brief Participants about the Course Topics that were Covered During the Coursed*
1515 – 1530	*POST-TEST*
1545 – 1600	*Presentation of Course Certificates*
1600	*End of Course*

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 60 days following the course completion. Each participant has only one trial for the MOCK exam within this 60-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.
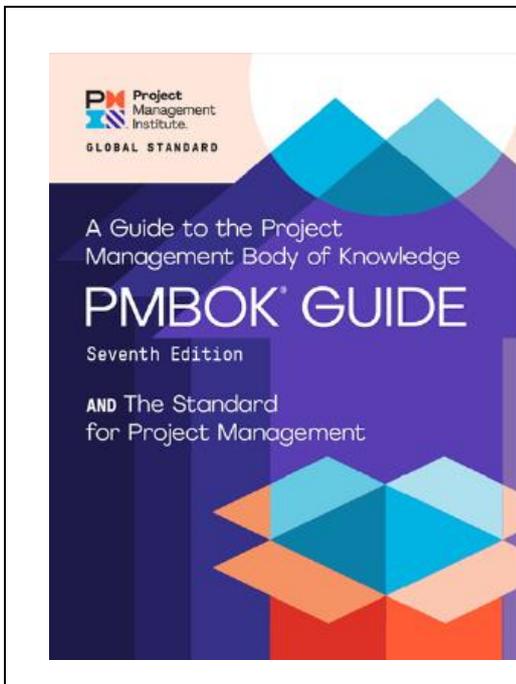
![Haward Technology Middle East logo] **Haward Technology Middle East**

**Book(s)**
As part of the course kit, the following e-book will be given to all participants:-
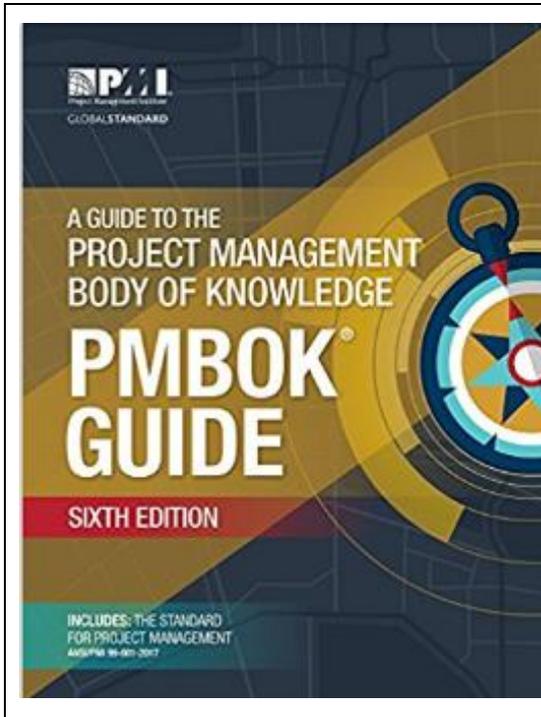
Title: A Guide to the Project
          Management Body of
          Knowledge (PMBOK Guide)-
ISBN: 9781628251845
Author: Project Management Institute
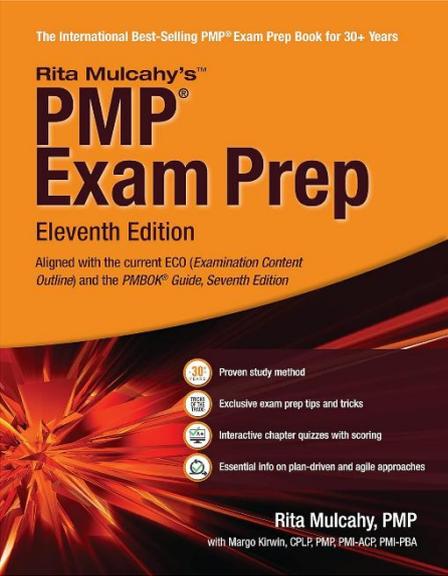**Publisher**: Project Management Institute

Title: A Guide to the Project
          Management Body of
          Knowledge (PMBOK Guide)-
ISBN: 978-1628256642
Author: Project Management Institute
Publisher: Project Management Institute
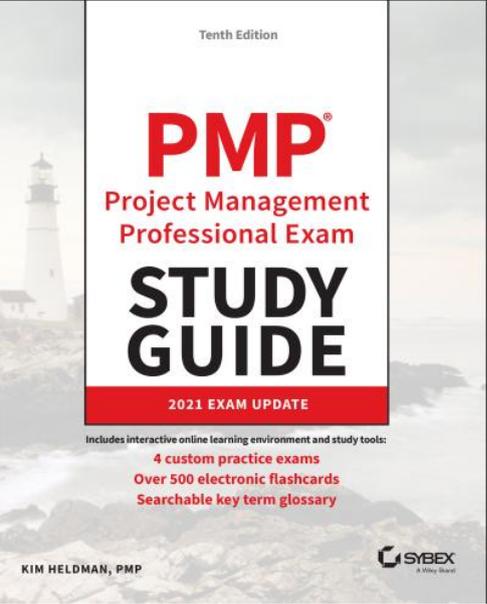
Title: PMP Project Management Professional Exam Study Guide: 2021 Exam Update
ISBN: 978-1119658979
Author: KIM HELDMAN, MBA, PMP
Publisher: Sybex Inc.U.S

Title: PMP Exam Preparation
ISBN: 978-1943704347
Author: RITA MULCAHY, PMP
Publisher: RMC Publications

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 "Mindview Software" and "Raidlog Simulator".

Mind map

Word

Mindview Software

Raidlog Simulator

Course Coordinator

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