

# PMI-NJ Poster Presentation

## May 6th 2002

### Plan

- Topic: **“Create a Study Group and Pass the PMI Exam”**
- The poster design will include a series of questions and answers that cover the topic.
- The bottom portion of the poster will include a “Road Map” that shows a schedule of activities to follow to reach the goal of passing the PMI Exam.

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## “Create A Study Group and Pass the PMI Exam”

- Topic Questions that will be arranged on the Poster:
  - Why invest the time to obtain PMI Certification?
    - Studies have shown Project Management Professionals (PMP) earn more money; as much as 14% more than non-certified managers
    - For a serious Project Manager, PMP Status is a career milestone
    - Projects today require certified Project Managers
    - To gain recognition in a field, that at times is looked at with skeptical eyes

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## “Create A Study Group and Pass the PMI Exam”

- Why Create a Study Group?
  - Increase your ability to succeed in passing the Exam
  - Motivational factor of a group vs individual study setting
  - Share an otherwise lonely experience with colleagues
  - Learn from each other's unique work experiences
  - It's more enjoyable to work in a small group then alone
  - With increased demands on a PM's time, once started a Study Group will decrease the amount of time required to prepare for the Exam.

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## “Create A Study Group and Pass the PMI Exam”

- How large should the group be?
  - We found 3 to be an optimum number
  
- What criteria should be used to select Study Group members?
  - Preferably all members should have completed a Project Management training course track
  - All members should share a common goal of wanting to succeed at passing the PMI Exam
  - All members should share a common goal of wanting to make the preparation for the Exam as easy as possible

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## “Create A Study Group and Pass the PMI Exam”

- How long should it take?
  - Through our experience we’ve found the process to take from 6 - 9 months, assuming the group has completed some formal Project Management training already
- How often should the group meet?
  - Less in the beginning, more toward the end
  - In general, bi-weekly in the beginning, twice a week 60 days prior to the Exam

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## “Create A Study Group and Pass the PMI Exam”

- Do you recommend Training Aids?
  - Yes, we made extensive use of Kerzner’s PMI Exam Prep Software, that included a timed sample Exam.
  - This training aid was selected passed on a recommendation from colleagues
  
- Should a mini-project plan be developed?
  - Yes, in my group one person developed a mini-project plan to focus everyone on the order of tasks to be completed along with a target timeframe for each

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## “Create A Study Group and Pass the PMI Exam”

- Where did your group meet?
  - All our meetings were conducted in a conference room at our work location, either during lunch hours or at the end of our work day
- What did a typical meeting consist of?
  - We used our training aid to guide the meetings
  - We each took a turn deciding on a topic to be covered
  - **Tip:** We would use the following method to answer questions; each person would give their answer and we would not check if the answer was correct until the group had reached consensus, which meant at times someone had to convince the others their answer was correct

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## “Create A Study Group and Pass the PMI Exam”

- What was the most difficult part of preparing for the PMI Exam”
  - Completing the application, specifically the resume.  
**Tip:** Use the PMI resume template that is available through the PMI website
- Should you plan to pass the Exam the first time?
  - No, I feel this adds to an already stress filled event  
We planned to take the Exam three times
- What part of the Study Group did you enjoy the most?
  - The day we all went to the post office and mailed our applications, it was that day that I began to feel confident that I would pass the Exam.



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## “Create A Study Group and Pass the PMI Exam”

- Bottom portion of poster to include a “Road Map” of a list of activities to pass the PMI Exam:
  - Major Stops on the Road Map
    - Assemble the Study Group
    - Create a mini project plan
    - Join PMI, if not already a member
    - Purchase Study Aids
    - Complete Exam Application, including resume
    - Mail application as a group
    - Begin bi-weekly study meetings
    - Receive Application Acceptance Notice from PMI

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## “Create A Study Group and Pass the PMI Exam”

- Major Stops on the Road Map (continued)
  - Begin weekly study meetings
  - Schedule to take the Exam, preferably at the same location and same time for all group members
  - Begin meeting twice a week 60 days prior to the Exam
  - Plan on taking exam three times, 4-6 weeks apart
  - Study independently each day two weeks prior to the Exam
  - Relax the night before the exam, all your preparation has been done
  - Stay together as a group until all members have passed the Exam.
  - Celebrate your success as individuals and as a group