Project Scheduling & the PMI-SP Credential

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About Me

• 8 years of experience as an instructor and consultant of project scheduling software and best practices
• 5 years of experience developing / instructing PMP preparation classes and other PM curriculum
• Strong interest in project management methodologies & technology solutions.

Christopher Talmont, PMP, PMI-SP
Program Management Director,
Off Peak Training

Project Management Institute – Scheduling Professional (PMI-SP®)
At Off Peak Training our goal is to have our clients **pass the exam the first time**. Our mission is to ensure that they have the tools they need to learn in a structured environment, with interactive lessons, **maximizing their learning potential** in a minimal amount of time – at their convenience.

- Local Virginia company specializing in project management and IT security training.
- Serving the Washington DC / metro area.
- Registered Education Provider
PMI-SP Value

• **Highlight** subject matter **expertise** and experience in project scheduling
• Increase **marketability** to existing and potential clients and/or employers *(differentiator)*
• Demonstrate **commitment** to professional development and ongoing education
• Obtain **PDU’s** to maintain your PMP credential
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Exam Resources

• PMI-SP Credential Handbook – free download and print
  – Outlines the application requirements

• PMI-SP Examination Specification ($32 for PMI members)
  – Outlines the knowledge and skills needed by practitioners upon which the exam has been designed
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<tr>
<th>Domain</th>
<th>Question Percentage</th>
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<tbody>
<tr>
<td>Schedule Mission Management</td>
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<td>Schedule Creation</td>
<td>23%</td>
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<td>Schedule Maintenance</td>
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<td>Schedule Analysis</td>
<td>22%</td>
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<tr>
<td>Schedule Communication/Reporting</td>
<td>23%</td>
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Study Material

• PMBOK® Guide 4th Edition ($50-$65) – Free download and print

• The Practice Standard for Scheduling ($38) or free download for PMI members – no print

• Off Peak Training Course Guide
<table>
<thead>
<tr>
<th>Credential</th>
<th>Updated Exam</th>
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<tr>
<td>CAPM®</td>
<td>July 1, 2013</td>
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<td>PMP®</td>
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<td>PMI-RMP®</td>
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What is a project schedule? Is it the first approved printout? Is it today’s hardcopy? Is it the .msp file or other file type from our scheduling tool?

To better define the term ‘schedule’ the PMI Practice Standard for Scheduling introduces the Schedule Model.
The Schedule Model

Defines the **rules** for that will be used for project scheduling:
- Link Types
- Constraint Types
- Work Calendar requirements
- Effort / Duration based scheduling

Examples include:
- **Critical Path Method**
- Critical Chain
- Horse Blanket
- Butcher Paper
A scheduling tool must be selected that follow the rules of the chosen scheduling method. Tools can be primitive such as a whiteboard or be sophisticated software such as MS Project, Primavera, or FastTrack Schedule.
Each Project has project specific information:
- Activity Names
- Planned Activity Durations
- Logical Dependencies
- Resource Availability
- Assumptions & Constraints
- Project Start Date
- Project Actuals
The Schedule Model is a dynamic system that will change as the project conditions evolve. As project actuals are entered, the model can recalculate activity start and finish dates to help the project team conduct analysis and forecasting.
Each Project Schedule instance is unique and should be given a version number or date/time stamp.
Schedule Mission

- Development of the Project Management Plan
- Configuration Management Planning
- Establish Scheduling Methodology / Policy
- Train project team on project schedule model
- PM Software proficiency
Schedule Creation

- Scope definition
- Work with SME to convert scope to activity list
- Activity sequencing
- Estimate durations
- Resource assignments
- Resource leveling
- Baseline the schedule
Schedule Maintenance

- Establish reporting frequency
- Collect WPI (Work Performance Information)
- Update schedule with approved changes
- Maintain project history of schedule change
- Update resource pool information
- Update risk register
- Update schedule with project actuals
Schedule Analysis

• Monitor and Control the schedule against the baseline
• Analyze the schedule and issue change requests
• Understand document storage and retrieval standards
• Create parallel forecast schedule to analyze feasibility of proposed changes
• Create project schedules using the schedule model / schedule tool
• Distribute standard reports in accordance with the Communications Mgmt Plan
• Conduct schedule review meetings
Key Concepts

• Schedule Model
• PDM (Network Diagrams)
• Leads / Lags
• Dependency Types
• Critical Path
• Critical Chain
• Resource Leveling

• Float
• What-If Scenario Analysis
• Gantt / Bar Charts
• EVM (SV & SPI)
• Forecasting
• Schedule Compression
Getting Started

• 30 hours of training in the domain of project scheduling (additional 10 hours w/o bachelors degree or equivalent). *Includes time spent learning project scheduling software.*

• 3,500 hours of documented project scheduling experience in the last 5 years (additional 1,500 hours w/o bachelors degree or equivalent).
Exam

- Application processing takes 5 days
- A subset of applications are randomly audited to verify experience and education
- 3.5 hours to answer 170 multiple-choice questions
- $520 for PMI members ($670 for non-members)
- Experience may overlap PMP application
Upcoming Training

• **Save 20% off our next PMI-SP training class (14 Contact Hours)**
  – PMI-SP – Thurs. / Fri. – June 20th and 21st (Reston, VA)
  – PMI-SP – Thurs. / Fri. – September 5th and 6th (Reston, VA)

  *Offer valid for webinar attendees only*

• Other Upcoming Off Peak Training Classes
  – PMP – Bootcamps & Night / Weekend
  – CISSP – Nights & Weekends
  – PMI-RMP – 2 day Bootcamps and Weekends
  – ITIL v3 Foundation – Bootcamps

• Education on Scheduling Tools
  – Microsoft Project (training provided by office.microsoft.com)
  – FastTrack Schedule (training provided by aecsoftware.com)
Contact or Follow Us

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Thank you!

Questions?