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

About Us

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)
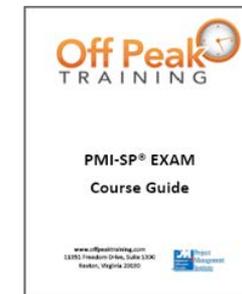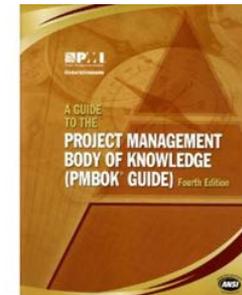 - Outlines the knowledge and skills needed by practitioners upon which the exam has been designed

Application / Exam

Domain	Question Percentage
Schedule Mission Management	9%
Schedule Creation	23%
Schedule Maintenance	23%
Schedule Analysis	22%
Schedule Communication/Reporting	23%

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

Exam Change Schedule

Credential	Updated Exam
CAPM®	July 1, 2013
PMP®	July 31, 2013
PgMP®	July 31, 2013
PMI-RMP®	August 31, 2013
PMI-SP®	August 31, 2013

The Schedule Model

- **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
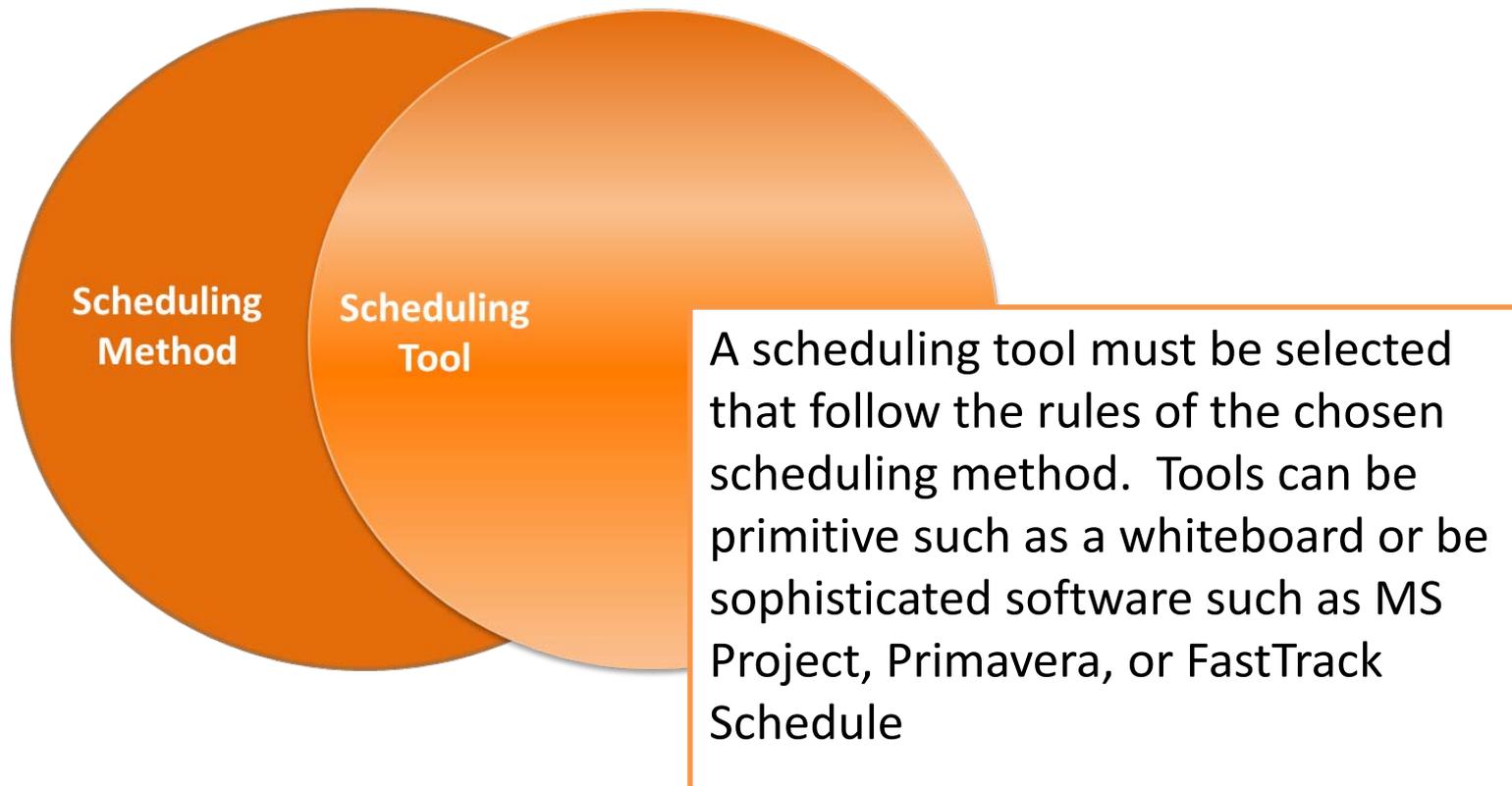
Scheduling Method

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

The Schedule Model

Scheduling Method

Scheduling Tool

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
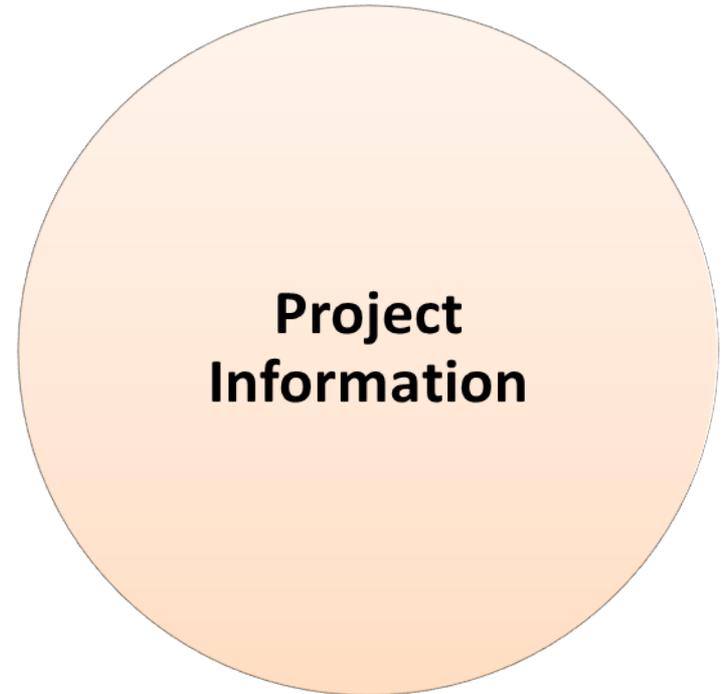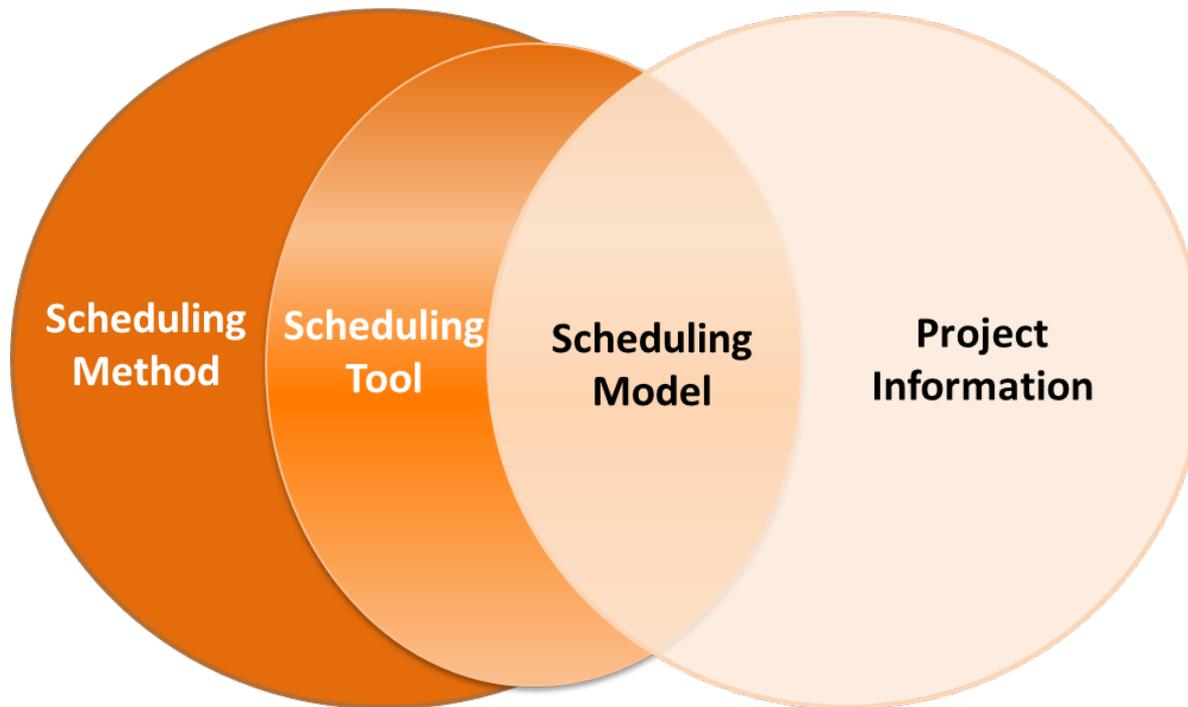
The Schedule Model

Each Project has project specific information:
- Activity Names
- Planned Activity Durations
- Logical Dependencies
- Resource Availability
- Assumptions & Constraints
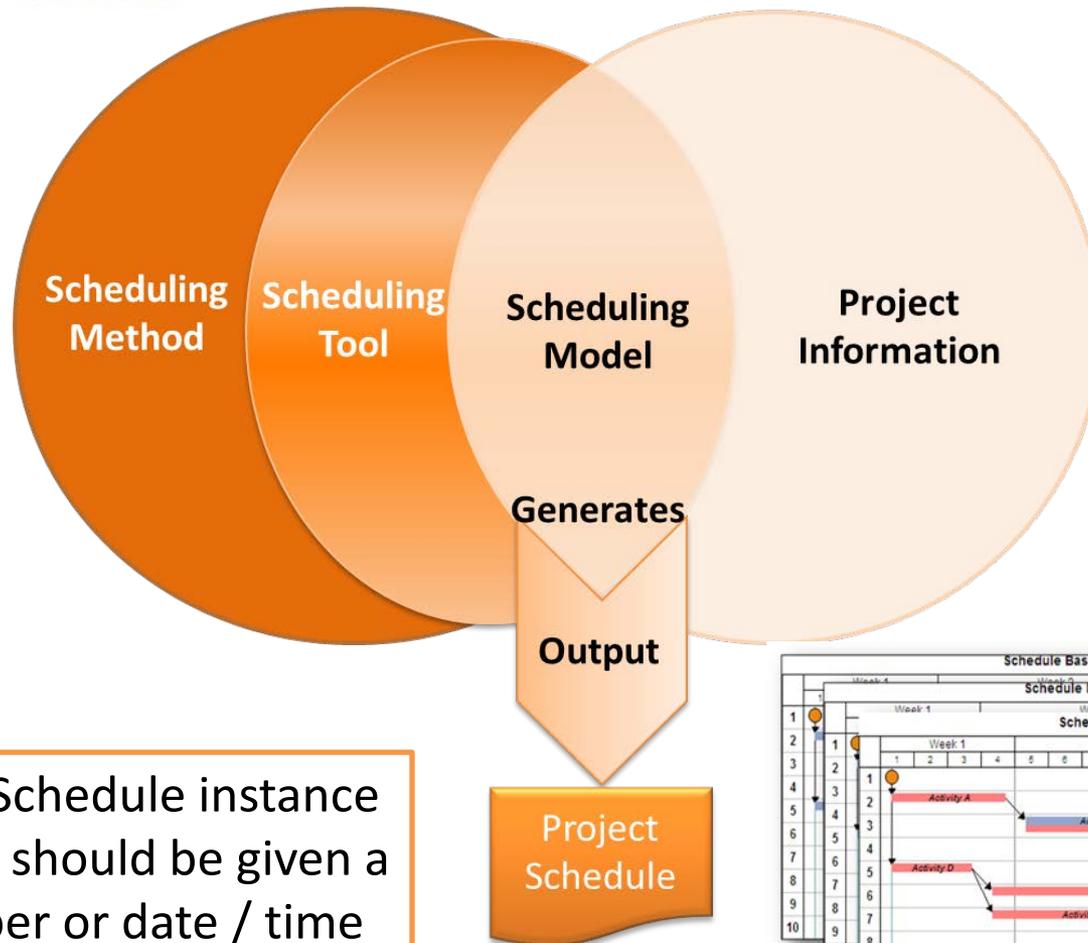- Project Start Date

- Project Actuals

Project Information

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Scheduling Method

Scheduling Tool

Scheduling Model

Project Information

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.

The Schedule Model

Scheduling Method · Scheduling Tool · Scheduling Model · Project Information

Generates
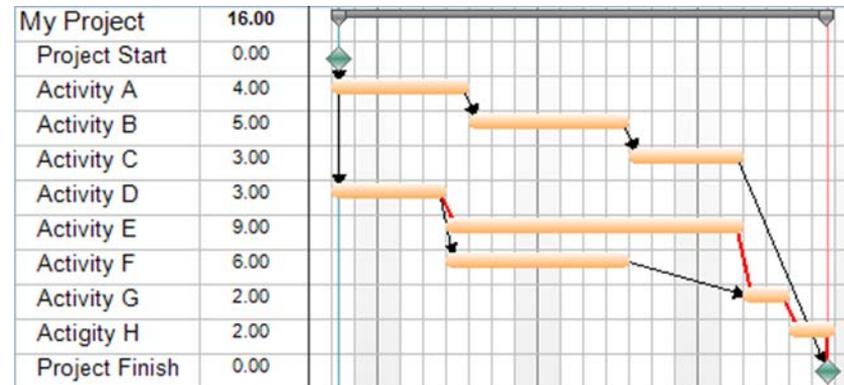
Output

Project Schedule

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

My Project	16.00
Project Start	0.00
Activity A	4.00
Activity B	5.00
Activity C	3.00
Activity D	3.00
Activity E	9.00
Activity F	6.00
Activity G	2.00
Actigity H	2.00
Project Finish	0.00

- 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

Communication / Reporting

- 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).

- 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)

Project Management Institute – Scheduling Professional (PMI-SP®)

Contact or Follow Us

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Q / A

Thank you!

Questions?