

# TRAINING PROGRAMME







PMI® Authorized PMP®  
Exam Prep Course

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## Description

-  5 days
-  accredited training
-  language of training: Polish or English
-  language of materials: English



The **PMI® Authorized PMP® Exam Prep Course** is an intensive 5-day training designed to prepare participants for the PMP® exam – **one of the most prestigious and highly regarded certifications in the field of project management worldwide**. It confirms both the theoretical knowledge and practical experience in leading projects.

The training program is **based on the latest version of the PMBOK® Guide (Eighth Edition)** and covers the full scope of material required for the PMP® exam starting from July 2026. It includes traditional project management, as well as Agile and hybrid approaches.

This is **an official PMI®-authorized course preparing for the PMP® exam**. Completion of the training fulfills one of the formal eligibility requirements for the exam, namely earning **35 PDUs** (Professional Development Units).

Participation in the course does not require meeting formal eligibility criteria; however, it is recommended to have **project management experience**, ideally at a level sufficient to meet the next exam requirement, i.e., at least **36 months of documented professional project management experience** (for candidates with a higher education degree).

Due to the scope of the material, **individuals without prior experience** are advised to first attend one of the following courses: *Agile Elements*, *ABC Scrum Essentials*, or *ABC Scrum Master*, which provide a solid foundation in agile theory, roles, and practices.

For those who are not yet planning to take the exam or do not meet the requirements, we recommend other Inprogress training offerings, such as *PMBOK® Fundamentals*.

Inprogress holds the status of **PMI® Authorized Training Partner at the highest Premier level (Premier ATP)** and is among a select group of training providers in Poland authorized to deliver PMP® exam preparation courses.

## Purpose of the training

- ✓ comprehensive **preparation for gaining Project Management Professional (PMP®) certification** - organization of existing knowledge, familiarization with the specifics of the PMP® exam,
- ✓ fulfilment of the formal requirement for admission to the PMP® exam, i.e. obtaining **35 PDUs**,
- ✓ familiarization with **new project management techniques and tools**.

## Target group

- ✓ experienced project managers who want to improve their qualifications and confirm them with the internationally recognized prestigious Project Management Professional (PMP®) certificate,
- ✓ less experienced project managers and project team members who want to expand their project management knowledge and skills,
- ✓ middle and senior managers who want to expand their project management and supervision skills,
- ✓ people who have experience in project management want to improve their skills.

**Note: Training materials are available in English only;** therefore, at least an **intermediate level** of English proficiency (B1+, B2, or C1) is recommended.

## Benefits

- ✓ transparent planning and control of the scope, budget and schedule of the project,
- ✓ more transparent planning and use of resources,
- ✓ effective handling of risks and issues,
- ✓ smoother communication within the project,
- ✓ building and professional development of the project team,
- ✓ acquisition of knowledge described in the PMBOK® Guide and other PMI® recommended manuals,
- ✓ familiarization with typical project documents and how to adapt them to the specific nature of your own projects,
- ✓ familiarization with universal and consistent project management terminology that enables effective communication within project teams and with project stakeholders, especially in international projects,
- ✓ increase in the number of successfully completed projects and increase in project profitability.

# Exam and certification

To be eligible to sit for the PMP® certification exam, candidates must document the education and professional experience requirements defined by PMI and complete a **certification application**.

Candidates may sit for the PMP® exam only **after**:

- **the application has been approved by PMI** (and the audit process has been successfully completed, if applicable),
- PMI membership has been activated.

Once the application is approved, a **12-month eligibility period** begins, during which **the candidate may take the exam**.

At the same time, **the validity of the exam voucher is 12 months**, counted from the date of purchase of the exam.

This means that **the candidate must schedule the exam within the eligibility period, the PMI membership validity period, and the exam voucher validity period. All these conditions must be met to be eligible to sit for the PMP® exam.**

**Example:** A candidate whose certification application was approved on March 31, 2025, purchased an exam voucher on April 30, 2025, and registered for the exam on October 31, 2025, is required to take the exam no later than March 31, 2026 - not October 31, 2026 - i.e. within 12 months from the date the certification application was approved. **Delaying exam registration does not extend the period during which the candidate can take the exam. Therefore, it is important to remember that the time to take the exam expires at the end of the eligibility period.**

**The sequence recommended by Inprogress is:** submit the certification application, after its approval - activate membership and then register for the exam using the voucher.

**Please note:**

- during one eligibility period, a candidate may attempt the exam a maximum of three times,
- if the candidate does not pass the exam on the first attempt, each subsequent attempt is subject to an additional fee,
- if the candidate fails the exam three times within a single eligibility period, they must wait one year from the date of the last exam attempt before reapplying for PMP® certification (during this time, they may pursue other PMI certifications),
- if the 12-month eligibility period expires without passing the exam, the candidate must submit a new certification application.

Detailed information about the certification and requirements is available on the PMI website:

<https://www.pmi.org/certifications/project-management-pmp>

### Project Management Professional (PMP)® exam:

- ✓ prerequisites: minimum of 36 months of documented professional experience in project management,
- ✓ non-mandatory exam,
- ✓ exam purchased separately by participant, directly from Inprogress or Accreditor,
- ✓ single- and multiple-response questions test, matching questions, scenario-based questions, interactive hotspot questions,
- ✓ number of questions: 185,
- ✓ pass threshold: the PMI® does not provide a passing threshold. The score depends on the difficulty level of individual questions and is given on a scale: needs improvement, below target, target, above target. The participant is evaluated separately in each area of knowledge,
- ✓ language of the exam: English, Polish, among others,
- ✓ duration: 240 minutes,
- ✓ mode: online or in-person,
- ✓ date: post training, selected by participants at the Accreditor's availability,
- ✓ the exam is held on the Pearson VUE platform or at designated Pearson VUE test centers,
- ✓ closed book - no use of materials,
- ✓ validity of the exam voucher: 12 months from the date of purchase,
- ✓ validity of the certificate: 3 years - to maintain its validity, the certification must be renewed by either retaking the PMP® exam or earning 60 Professional Development Units (PDUs),
- ✓ the participant who scores the necessary number of points in the exam is awarded the international certificate in electronic form.

### PMP® exam – important information!

In connection with PMI®'s introduction of a new version of the PMP® exam, please note that:

- the **current version** of the exam will be available **until July 8, 2026**;
- **from July 9, 2026 all exams** will be conducted **exclusively in the new version**,
- all issued and **still valid exam vouchers** entitle you to take the PMP® exam during their **validity period indicated on the voucher**, regardless of whether the exam is taken in the current or the new version - i.e., a candidate with a voucher valid until September 30, 2026, who takes the exam in May 2026, will take the current version of the exam, while a candidate who takes the exam in August 2026 will take the new version; there is no need to exchange or update vouchers,
- the **new version of the training materials was released on April 14, 2026**. Access is available to participants who have a valid Student Kit.

## Training programme

## INTRODUCTION

### LESSON 1: INTRODUCTION

- ✓ About your instructor.
- ✓ About this course.
- ✓ About the PMP certification.
- ✓ About the exam.

### LESSON 2: THE BIG PICTURE

- ✓ PMP exam domains.
- ✓ What is a project?
- ✓ Life cycles and development approaches.
- ✓ An introduction to governance.

### LESSON 3: STAKEHOLDERS, VISION, AND COMMUNICATION

- ✓ Engage stakeholders.
- ✓ Develop a common vision.
- ✓ Plan and manage communication.
- ✓ Align and manage stakeholder expectations.

### LESSON 4: TEAM, CONFLICT, AND KNOWLEDGE

- ✓ Lead and structure the team
- ✓ Manage conflict
- ✓ Ensure knowledge transfer.

### LESSON 5: CORE PLANNING: SCOPE, VALUE, RESOURCES, FINANCE, RISK

- ✓ Developing Scope and Value Orientation.
- ✓ Planning for and Managing Risk.
- ✓ Compliance Foundations.
- ✓ Plan and Manage Finance.
- ✓ Plan and Manage Resources.

### LESSON 6: INTEGRATED PLANNING: METHOD, PLAN, SCHEDULE, QUALITY, AND PROCUREMENT

- ✓ Developing an Integrated Project Management Plan and Plan Delivery.
- ✓ Planning and Managing the Schedule.
- ✓ Planning and Optimizing the Quality of Products and Deliverables.
- ✓ Planning and Managing Procurement.

### LESSON 7: EXECUTION, MONITORING, CHANGE, AND IMPEDIMENTS

- ✓ Evaluate Project Status and Manage Artifacts.
- ✓ Manage and Control Changes.
- ✓ Remove Impediments and Manage Issues.

### LESSON 8: BUSINESS ENVIRONMENT DYNAMICS, CONTINUOUS IMPROVEMENT, AND CLOSURE

- ✓ Evaluate External Business Environment Changes.

- ✓ Support Organizational Change.
- ✓ Continuous Improvement.
- ✓ Manage Closures.

## LESSON 9: NEXT STEPS

### PMP® training materials – important information!

Upon purchasing of the **training materials**, each participant will receive an email from PMI with an invitation to register an account on the PMI Partner Platform, which provides access to the materials in **digital format**. The participant has 12 months to activate the materials. Access to the materials is valid for a period of **12 months** from the date of activation.

It is also possible to **download selected materials** to a personal device, allowing offline access to the content for an unlimited period.

## Training Methods and Tools

The training is delivered using a mix of **lectures** and **workshops**.

LECTURE COMPONENT	WORKSHOP COMPONENT
<p>It is conducted on the basis of a multimedia presentation prepared by the PMI® and enriched by moderated discussions, exchange of experiences among participants and case studies.</p>	<ul style="list-style-type: none"> <li>✓ Small group exercises</li> <li>✓ Individual tasks</li> <li>✓ Case studies</li> <li>✓ Moderated discussions</li> <li>✓ Peer experience exchange</li> </ul>

The structure and delivery of the course, supported by the trainer's professional and instructional experience, **ensure a comprehensive understanding of the subject and development of practical skills.**