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### **KEY=GUIDE - TYRESE LYONS**

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#### **CAPM EXAM PREP**

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#### **ACCELERATED LEARNING TO PASS PMI'S CAPM EXAM**

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*13 comprehension lessons ; Concepts and study material ; Games and exercices ; Tricks of the trade ; Practice exams and questions.*

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#### **CAPM EXAM PREP STUDY GUIDE: BELINDA'S ALL-IN-ONE PROGRAM FOR EXAM SUCCESS**

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*Goodrich Fremaux Publishing The most comprehensive resource to prepare for the 2018 update to the Certified Associate in Project Management (CAPM) exam! Based on Belinda Goodrich's comprehensive educational program for the Certified Associate in Project Management (CAPM) exam preparation, the CAPM Exam Prep Study Guide is the only all-in-one program on the market that leverages the power of real-time feedback and robust analytics on the CAPM exam. Using data captured from 100s of students and instructors, Belinda provides an intuitive format to learning the detailed concepts of the CAPM Exam, 6th Edition. Using a straight-forward and real-world approach, the incredibly robust CAPM Exam Prep Study Guide includes a deep-dive of the 49 PMBOK(R) Guide processes, vocabulary, and concepts to ensure maximum readiness for the exam Since 2008, Belinda has been guiding project managers to exam success through her innovative classroom programs. Her courseware is in use by training companies around the world. Using that formula for success, Belinda has now packaged that information up in this self-study book. The CAPM Exam Study Guide includes: Detailed information on all 49 processes Belinda's exclusive exam hints In-text exercises to validate content comprehension Extensive vocabulary reviews Review questions for each chapter Four 75-question practice exams A full-length mock 150-question exam FREE 90-day access to PM University online mock exams*

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#### **CAPM® IN DEPTH**

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#### **CERTIFIED ASSOCIATE IN PROJECT MANAGEMENT STUDY GUIDE FOR THE CAPM® EXAM**

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*Apress Use this study guide to prepare for the Certified Associate in Project Management (CAPM) exam, based on PMBOK's sixth edition, administered by the Project Management Institute (PMI). The revised and updated second edition of the best-selling CAPM in Depth has a laser-sharp focus on the exam objectives for project managers and others who want to pass the CAPM exam. No prior knowledge of project management is assumed. The chapters and the sections within each chapter are presented in a logical learning sequence. The concepts and topics, both simple and complex, are clearly explained when they appear for the first time. This facilitates step-wise learning, prevents confusion, and makes this book useful for those who want to get up to speed quickly to pass the CAPM exam, even if you are new to the discipline of project management. This book tells the story of project management in a cohesive, concise, yet comprehensive fashion. Unlike most CAPM exam books, this book is not just an exam-cram book. It is an easy-to-understand guide that is a valuable reference both before and after the exam. What You'll Learn Understand the body of knowledge required to earn the Certified Associate in Project Management (CAPM) certification Acquire the knowledge needed to successfully manage projects in any field Who This Book Is For Project management practitioners preparing for the CAPM exam, entry-level project managers and project team members preparing for the CAPM exam, beginners who want to join the field of project management and get up to speed quickly, project managers who need a quick and easy reference to the discipline of project management, instructors and trainers who need a textbook for a course on project management*

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#### **THE CAPM EXAM**

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## HOW TO PASS ON YOUR FIRST TRY

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Designed for project managers looking to add the Project Management Institute's (PMI) Certified Associate in Project Management (CAPM) certification to their resume, this guidebook presents everything needed to pass the exam—from glossaries of terms and definitions to professional testing advice. Test preparation topics, including complete explanations of all CAPM subjects, are accompanied by a breakdown of the processes, inputs, outputs, and techniques associated with this PMI certification. A final chapter packed with sample test questions is also included.

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## A GUIDE TO THE PROJECT MANAGEMENT BODY OF KNOWLEDGE (PMBOK® GUIDE) - SEVENTH EDITION AND THE STANDARD FOR PROJECT MANAGEMENT (BRAZILIAN PORTUGUESE)

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Project Management Institute PMBOK® Guide is the go-to resource for project management practitioners. The project management profession has significantly evolved due to emerging technology, new approaches and rapid market changes. Reflecting this evolution, The Standard for Project Management enumerates 12 principles of project management and the PMBOK® Guide &– Seventh Edition is structured around eight project performance domains. This edition is designed to address practitioners' current and future needs and to help them be more proactive, innovative and nimble in enabling desired project outcomes. This edition of the PMBOK® Guide: •Reflects the full range of development approaches (predictive, adaptive, hybrid, etc.); •Provides an entire section devoted to tailoring the development approach and processes; •Includes an expanded list of models, methods, and artifacts; •Focuses on not just delivering project outputs but also enabling outcomes; and •Integrates with PMI standards+™ for information and standards application content based on project type, development approach, and industry sector.

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## PROJECT MANAGEMENT WORKBOOK AND PMP / CAPM EXAM STUDY GUIDE

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John Wiley & Sons This is the Eleventh Edition of the student workbook that accompanies the best selling "bible" of project management. The workbook contains additional problems and exercises to reinforce the concepts presented in the main text. It also serves as a self-study guide for the Project Management Professional (PMP®) certification exam to be based on PMI®'s PMBOK® Guide, 5E. Both as accompanying supplement to Kerzner's text and as standalone self-study guide, this workbook gives students key insights from the acknowledged world leader in project management. (PMI, PMBOK, CAPM, PMP, and Project Management Professional are registered marks of the Project Management Institute, Inc.)

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## RITA MULCAHY'S CAPM EXAM PREP

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### PMP / CAPM EXAM PREPARATION GUIDE

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John Wiley & Sons Business & Economics/Project Management When you're studying for the PMP®/CAPM® exam, the most important thing to manage is your time. This practical guide will help you study for the Project Management Professional (PMP® )/Certified Associate in Project Management (CAPM® ) Certification Exam more efficiently and productively. It is aligned with and references PMI's Project Management Body of Knowledge, Third Edition (PMBOK ® Guide). Unlike other review materials that are organized according to knowledge areas and cover the forty-four processes almost equally, this guide divides materials into process groups or domains and weights your review materials the way PMP®/CAPM® weights the exam. For example, approximately 11% of the exam questions will be on the Initiation Phase, so approximately 11% of the review materials in this book covers the Initiation Phase. The guide flows like projects flow. There are six sections: Initiation Phase Planning Phase Execution Phase Monitor and Control Phase Closing Phase Professional Responsibility. This is not an unabridged "everything you ever need to know about project management" guide. It focuses exclusively on information you need to know to pass the exam and features: A total of 175 pre-review questions and 175 post-review questions, along with complete answers and explanations. The facts, presented clearly and concisely with no frills, no fine print, and no digression. Terms, definitions, formulas, charts, diagrams, and lists that help you retain the information and pass the test. Advice on how to study and how to take the actual exam, plus a comprehensive index, so it's easy to find information you want to review.

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## CAPM/PMP PROJECT MANAGEMENT CERTIFICATION ALL-IN-ONE EXAM GUIDE, FOURTH EDITION

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McGraw-Hill Education This up-to-date self-study system offers 100% coverage of every topic on the CAPM and PMP exams. Thoroughly revised for the current PMI Project Management Body of Knowledge (PMBOK Guide), this up-to-date resource offers complete coverage of all the material included on the Certified Associate in Project Management and Project Management Professional exams. You'll find learning objectives at the beginning of each chapter, exam tips, and practice exam questions with in-depth answer explanations. Written by a leading project management consultant and trainer, CAPM/PMP Project Management Certification All-in-One Exam Guide, Fourth Edition will help you pass the exams with ease and will also serve as an essential on-the-job reference. Covers all exam topics, including: •Project integration management •Managing the project scope •Managing project time, costs, and quality •Managing project resources •Managing project communications •Managing project

risks • Project procurement management • Managing project stakeholders • Project management processes Electronic content includes: • 750 CAPM and PMP practice exam questions—test yourself by exam domain or take a complete exam • Bonus process review quiz • Video training from the author • Process ITTO Quick Review Guide • PMP Memory Sheets • Secured Book PDF

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### **CAPM EXAM PREP FLASHCARDS (PMBOK GUIDE, 6TH EDITION)**

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### **PMP: PROJECT MANAGEMENT PROFESSIONAL STUDY GUIDE**

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John Wiley & Sons *Whether you're a current project manager seeking to validate the skills and knowledge acquired through years of practical experience or a newcomer to the PM field looking to strengthen your resume, the PMP® certification from the Project Management Institute (PMI®) provides you with the means to do so. This updated edition of the best-selling PMP®: Project Management Professional Study Guide was developed to help you prepare for this challenging exam, and includes additional study tools designed to reinforce understanding of critical subject areas. Key Topics Include: Project Initiation. Determining project goals, identifying constraints and assumptions, defining strategies, producing documentation. Project Planning. Refining a project, creating a WBS, developing a resource management plan, establishing controls, obtaining approval. Project Execution. Committing and implementing resources, managing and communicating progress, implementing quality assurance procedures. Project Control. Measuring Performance, taking corrective action, ensuring compliance, reassessing control plans, responding to risk event triggers. Project Closing. Documenting lessons learned, facilitating closure, preserving records and tools, releasing resources. Professional Responsibility. Ensuring integrity, contributing to knowledge base, balancing stakeholder interests, respecting differences. Note: CD-ROM/DVD and other supplementary materials are not included as part of eBook file. (PMI, PMP and Project Management Professional are registered marks of the Project Management Institute, Inc.)*

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### **CAPM CERTIFIED ASSOCIATE IN PROJECT MANAGEMENT PRACTICE EXAMS**

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McGraw Hill Professional *Don't Let the Real Test Be Your First Test! Take the 2018 version of the challenging CAPM exam with confidence using this highly effective, exam-focused study resource. CAPM® Certified Associate in Project Management Practice Exams contains more than 1000 practice questions and is fully aligned with the Project Management Body of Knowledge® Guide, Sixth Edition. All questions simulate those on the live test in content, style, tone, and difficulty. To facilitate retention, every question is accompanied by in-depth explanations for both correct and incorrect answers. Covers all 58 learning objectives for the CAPM exam, including: • Project integration management • Project scope management • Project schedule management • Project cost management • Project quality management • Project resource management • Project communications management • Project risk management • Project procurement management • Project stakeholder management Digital content includes: • Test engine that provides full-length practice exams or customized quizzes by chapter or by exam domain • 600 practice exam questions*

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### **ACHIEVE CAPM EXAM SUCCESS**

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### **A CONCISE STUDY GUIDE AND DESK REFERENCE**

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J Ross Pub *Used in conjunction with PMI's PMBOK® Guide — Fifth Edition (2013), this concise study guide presents all the fundamental knowledge, concepts, exercises, practice questions, and simulated exams needed to prepare for and successfully pass the CAPM® exam on your first try. However, this book is much more than a study guide. It is a valuable desk reference that project team members can use to improve their effectiveness and contribution to the success of a project and is also a good resource for those considering a career in project management. Key Features • Provides free online access to over 900 questions enabling you to perform practice tests by each of ten knowledge areas and/or simulate actual 150 question exams, and receive feedback on incorrect answers • Contains a pre-assessment test to help you develop a focused study plan and manage your time effectively, and a post-assessment test to evaluate your readiness for the actual CAPM exam • Uses a sample project throughout to demonstrate how to apply tools and techniques covered in the PMBOK® Guide and exercises to further develop your knowledge and competency • Presents key definitions and tips to improve your understanding, and sample CAPM exam questions and answers at the end of each chapter • WAV offers a case study answer key and a study aid to help in understanding the 47 processes, inputs, tools, techniques, and outputs, as well as the interdependencies between each process across all of the 10 knowledge areas — available from the Web Added Value Download Resource Center at [jrosspub.com](http://jrosspub.com)*

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### **AGILE PRACTICE GUIDE (HINDI)**

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Project Management Institute *Agile Practice Guide - First Edition has been developed as a resource to understand, evaluate, and use agile and hybrid agile approaches. This practice guide provides guidance on when, where, and how to apply agile approaches and provides practical tools for practitioners and organizations wanting to increase agility. This practice guide is aligned with other PMI standards, including A Guide to the Project Management Body of Knowledge (PMBOK® Guide) - Sixth Edition, and was developed as the result of collaboration between the Project Management Institute*

and the Agile Alliance.

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## **CAPM EXAM PREP SEMINAR**

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### **PARTICIPANT WORKBOOK**

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*CAPM Exam Prep Seminar Participant Workbook. This workbook is used in conjunction with our online CAPM Exam Prep course.*

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### **CAPM IN DEPTH**

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## **CERTIFIED ASSOCIATE IN PROJECT MANAGEMENT STUDY GUIDE FOR THE CAPM EXAM**

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*Course Technology Ptr A concise, yet comprehensive guide to the CAPM exam assumes no prior knowledge of project management and defines and explains all concepts, simple and complex, when they appear the first time. Original.*

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### **HEAD FIRST PMP**

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## **A LEARNER'S COMPANION TO PASSING THE PROJECT MANAGEMENT PROFESSIONAL EXAM**

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*O'Reilly Media Now updated for the 2021 PMP Exam What will you learn from this book? Head First PMP teaches you the latest principles and certification objectives in The PMBOK® Guide in a unique and inspiring way. This updated fourth edition takes you beyond specific questions and answers with a unique visual format that helps you grasp the big picture of project management. By putting PMP concepts into context, you'll be able to understand, remember, and apply them -- not just on the exam, but on the job. No wonder so many people have used Head First PMP as their sole source for passing the PMP exam. This book will help you: Learn PMP's underlying concepts to help you understand the PMBOK principles and pass the certification exam with flying colors Get 100% coverage of the latest principles and certification objectives in The PMBOK® Guide, Sixth Edition Make use of a thorough and effective preparation guide with hundreds of practice questions and exam strategies Explore the material through puzzles, games, problems, and exercises that make learning easy and entertaining Why does this book look so different? Based on the latest research in cognitive science and learning theory, Head First PMP uses a visually rich format to engage your mind, rather than a text-heavy approach that puts you to sleep. Why waste your time struggling with new concepts? This multi-sensory learning experience is designed for the way your brain really works.*

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### **PMP EXAM STUDY GUIDE**

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### **BELINDA'S PROGRAM FOR EXAM SUCCESS**

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## **PMP EXAM PREP: QUESTIONS, ANSWERS, & EXPLANATIONS: 1000+ PRACTICE QUESTIONS WITH DETAILED SOLUTIONS**

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*Ssi Logic \*\*\* For the PMBOK Guide - Sixth Edition and PMP Exam released March 26, 2018 \*\*\*Countless time and money is spent preparing for the PMP® exam. So why aren't students laser-focused on taking practice exams before attempting the real thing? Reflects the current PMP exam format and the PMBOK® Guide - Sixth Edition! The practice tests in this book are designed to help students adjust to the pace, subject matter, and difficulty of the real Project Management Professional (PMP) exam. Geared towards anyone preparing for the exam, all tests include clear solutions to help you understand core concepts. If you plan on passing the PMP exam, it's time to test your knowledge. It's time for PMP Exam Prep - Questions, Answers, & Explanations. Now packed with Over 1,000 realistic PMP sample questions to help you pass the exam on your FIRST try. In this book: 1000+ detailed PMP exam practice questions including 18 condensed PMP mock exams that can be completed in one hour; 11 Targeted PMBOK Knowledge Area tests, and detailed solution sets for all PMP questions which include clear explanations and wording, PMBOK Knowledge Area and page references, and reasoning based on the latest PMBOK Guide - Sixth Edition and updated PMP exam format. Includes FREE PMP exam formula reference sheet!["PMI", "PMP", and "PMBOK Guide" are marks of Project Management Institute, Inc.]*

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## **PMP PROJECT MANAGEMENT PROFESSIONAL EXAM DELUXE STUDY GUIDE**

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**UPDATED FOR THE 2015 EXAM**

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John Wiley & Sons Handbook to aid candidates in preparation for the Certified Associate in Project Management (CAPM) exam.

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**HEAD FIRST AGILE**

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**A BRAIN-FRIENDLY GUIDE TO AGILE PRINCIPLES, IDEAS, AND REAL-WORLD PRACTICES**

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"O'Reilly Media, Inc." *Head First Agile* is a complete guide to learning real-world agile ideas, practices, principles. What will you learn from this book? In *Head First Agile*, you'll learn all about the ideas behind agile and the straightforward practices that drive it. You'll take deep dives into Scrum, XP, Lean, and Kanban, the most common real-world agile approaches today. You'll learn how to use agile to help your teams plan better, work better together, write better code, and improve as a team—because agile not only leads to great results, but agile teams say they also have a much better time at work. *Head First Agile* will help you get agile into your brain... and onto your team! Preparing for your PMI-ACP® certification? This book also has everything you need to get certified, with 100% coverage of the PMI-ACP® exam. Luckily, the most effective way to prepare for the exam is to get agile into your brain—so instead of cramming, you're learning. Why does this book look so different? Based on the latest research in cognitive science and learning theory, *Head First Agile* uses a visually rich format to engage your mind, rather than a text-heavy approach that puts you to sleep. Why waste your time struggling with new concepts? This multi-sensory learning experience is designed for the way your brain really works.

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**PMP PROJECT MANAGEMENT PROFESSIONAL STUDY GUIDE, FIFTH EDITION**

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McGraw Hill Professional This fully integrated study resource is completely updated for the PMBOK, Sixth Edition This highly effective self-study guide contains all of the information you need to prepare for the latest version of the challenging Project Management Professional exam. Electronic content includes the Total Tester customizable exam engine, worksheets, reference PDFs, and more than an hour of video training from the author. Fully updated for the Sixth Edition of the PMI Project Management Body of Knowledge (PMBOK® Guide), *PMP Project Management Professional Study Guide, Fifth Edition* contains more than 900 accurate practice exam questions. Each chapter includes a list of objectives covered, a chapter review, key terms, a two-minute drill, and a self-test with detailed explanations for both the correct and incorrect answer choices. • Offers 100% coverage of all official objectives for the PMP exam • Downloadable full-color, memory card for studying anywhere • Written by a project management consultant and bestselling author

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**CAPM EXAM FLASHCARD STUDY SYSTEM**

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**CAPM TEST PRACTICE QUESTIONS & REVIEW FOR THE CERTIFIED ASSOCIATE IN PROJECT MANAGEMENT EXAM**

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**WILEY CPAEXCEL EXAM REVIEW 2018 STUDY GUIDE**

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**BUSINESS ENVIRONMENT AND CONCEPTS**

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John Wiley & Sons *The Wiley CPAexcel Study Guide: Business Environments and Concepts* provides detailed study text to help you identify, focus on, and master specific topic areas that are essential for passing the BEC section of the 2018 CPA Exam. Covers the complete AICPA content blueprint in *Business Environments and Concepts (BEC)* Authored and compiled by the same leading university accounting professors who author the Wiley CPAexcel online course Explains every CPA Exam topic tested on the *Business Environments and Concepts (BEC)* section of the CPA Exam (one volume) Organized in Bite-Sized Lessons so you can learn faster and remember more of what you learn Updated for 2018 so you have the most accurate, up-to-date content available for the *Business Environments and Concepts (BEC)* section on this year's exam Maps perfectly to the Wiley CPAexcel Review Course; may be used to complement the online course or as a standalone study tool Study text only and does NOT include practice questions or practice exams. Use in conjunction with the Wiley CPAexcel Exam Review 2018 Test Bank: *Business Environments and Concepts*, which includes over 4,200 interactive multiple-choice questions and 200 task-based simulations.

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**PMP EXAM PREP**

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**REVIEW MATERIAL, EXPLANATIONS, INSIDER TIPS, EXERCISES, GAMES, AND PRACTICE EXAMS TO PASS PMI'S PMP EXAM**

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This is the only comprehensive guide to getting ready to pass the Project Management Professional (PMP(R)) Certification Exam. This third edition is current and complete with 60 more pages and over 600

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changes from the last edition. Tells you what to study and how to study and helps increase your confidence. This book has been selected by Project Management Institute (PMI(R)) for their only PMP review class in 1999 and by many PMI chapters for the chapter PMP review classes.

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### **PMP PROJECT MANAGEMENT PROFESSIONAL EXAM DELUXE STUDY GUIDE**

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John Wiley & Sons NOTE: The book included the incorrect URL to access the online test banks provided with the purchase of this book. The correct URL is: [www.wiley.com/go/sybextestprep](http://www.wiley.com/go/sybextestprep).

Comprehensive, hands-on prep for the latest PMP exam *PMP Project Management Professional Exam Deluxe Study Guide, Third Edition*, is your ultimate resource for one-stop exam preparation. Fully updated to reflect the latest version of the PMP exam, this guide provides coverage of the entire exam outline, with clear explanations every step of the way. Expanded coverage of AGILE includes the basic principles, value-driven delivery, stakeholder engagement, team performance, adaptive planning, problem detection and resolution, and continuous improvement to align with the A Guide to the Project Management Body of Knowledge (PMBOK® 6th Edition) and its increased emphasis on agile, adaptive and iterative practices. Each chapter includes hands-on scenarios that help you internalize essential PMP concepts, and "How This Applies to Your Current Project" sidebars illustrate real-world applications of important project management practices. You also get a year of FREE access to the Sybex interactive online learning environment, featuring an assessment test, electronic flashcards, practice questions, and audio review; with this new edition, you also get access to free eBooks and bonus chapter resources to supplement your learning and deepen your understanding. Two bonus practice CAPM exams are provided for those studying for the Certified Associate level exam. If you are serious about earning your PMP certification, you have to be serious about prep. This guide is packed with resources, information, and the tools you need to succeed on the big day. Master 100 percent of the exam objectives, including expanded coverage of agile Practice applying your skills to real-world workplace scenarios Access online practice questions, flashcards, and two bonus CAPM exams The PMP certification is recognized around the world for validating the most in-demand skillset in today's IT marketplace. When you're ready to take on the challenge, the *PMP Project Management Professional Exam Deluxe Study Guide* is your one-stop resource for success. To register for access to the online test banks included with the purchase of this book, please visit: [www.wiley.com/go/sybextestprep](http://www.wiley.com/go/sybextestprep).

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### **PMP EXAM MASTER PREP**

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### **PMP EXAM PREPARATION**

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[PMP Master Prep](#)

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### **RATTINER'S REVIEW FOR THE CFP CERTIFICATION EXAMINATION, FAST TRACK, STUDY GUIDE**

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John Wiley & Sons A CFP Study Guide that delivers what you need to succeed! This quick study guide for candidates preparing to take the CFP Certification Examination covers the bare-bones essentials needed to pass this challenging exam in a logical and easy-to-absorb manner. Now, in a Second Edition, it covers some of the most important disciplines of financial planning--insurance, employee benefit, investment, income tax, retirement, estate, and general planning--and provides a no-nonsense approach to studying that includes: \* A highly logical and candidate-friendly format \* An in-depth outline of core essentials \* Explanations of all relevant exposures complete with solutions and practical examples \* Key points, exam tips, multiple-choice, and mini-case study questions \* Mnemonic devices and study techniques to reinforce key points \* A format that directly parallels the CFP? Board's topic requirements The Second Edition adds new multiple-choice questions that correlate to the testing and understanding of the new curriculum established by the Certified Financial Planning Board as well as eighty-nine all-new topics related to the new CFP Board Exam. For students who have been through the traditional CFP educational programs and want a book that brings it all together, *Rattiner's Review for the CFP Certification Examination, Fast Track Study Guide, Second Edition* keeps students organized, on track, and focused on what they need to succeed. In addition to its value as a quick-reference guide to complement all CFP texts and self-study materials, the Guide also serves as an important one-stop resource for financial services professionals who want information in a hurry.

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### **WILEY CPAEXCEL EXAM REVIEW APRIL 2017 STUDY GUIDE**

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### **BUSINESS ENVIRONMENT AND CONCEPTS**

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John Wiley & Sons The *Wiley CPAexcel Study Guide: Business Environment and Concepts* arms CPA test-takers with detailed text and skill-building problems to help identify, focus on, and master the specific topics that may need additional reinforcement to pass the BEC section of the CPA Exam. This essential study guide: Covers the complete AICPA content blueprint in BEC Explains every topic tested with 662 pages of study text, 599 multiple-choice questions, and 6 task-based simulations in BEC Organized in Bite-Sized Lesson format with 149 lessons in BEC Maps perfectly to the Wiley CPAexcel online course; may be used to complement the course or as a stand-alone study tool

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**HEAD FIRST PMP**

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**A BRAIN-FRIENDLY GUIDE TO PASSING THE PROJECT MANAGEMENT PROFESSIONAL EXAM**

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*"O'Reilly Media, Inc." Prepare for the PMP certification exam in a unique and inspiring way with Head First PMP. The second edition of this book provides 100% coverage of the latest principles and certification objectives offered in The PMBOK Guide, 4th edition, with a visually rich format is designed for the way your brain works. You'll find a full-length sample exam included inside the book. Using the latest research in neurobiology, cognitive science, and learning theory, Head First PMP offers you a multi-sensory experience that helps the material stick, not a text-heavy approach that puts you to sleep. You get a thorough and effective preparation guide with hundreds of practice questions and exam strategies, along with puzzles, games, problems, and exercises that make learning easy and entertaining. More than just passing a test, a PMP certification means that you have the knowledge to solve most common project problems, but studying for a difficult four-hour exam on project management isn't easy, even for experienced project managers. The book teaches underlying concepts so that you can understand the PMBOK principles and pass the certification exam with flying colors. Head First PMP puts project management principles into context to help you understand, remember, and apply them -- not just on the exam, but also on the job.*

**RATTINER'S REVIEW FOR THE CFP(R) CERTIFICATION EXAMINATION, FAST TRACK, STUDY GUIDE**

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*John Wiley & Sons The proven CFP Study Guide that delivers just what you need to succeed! A quick-study guide for candidates preparing to take the CFP Certification Examination, Rattiner's Review for the CFP® Certification Examination distills the bare-bones essentials you need to know to pass this challenging exam, all in a logical and easy-to-absorb manner. This indispensable study tool for students who have already been through traditional CFP educational programming—and just need a little extra help pulling it all together—provides a no-nonsense approach to studying for some of the most important disciplines of financial planning, including: PFP, insurance, employee benefit, investments, income tax, retirement, and estate planning. Each discipline contains short and concise statements emphasizing key points through mnemonic devices, study tips, and other established test-taking methods that provide helpful hints. Rattiner's Review for the CFP® Certification Examination, Third Edition has been thoroughly updated to include: Reviews from recent CFP Exam students who compare the CFP Board curriculum to this Third Edition, ensuring that all topics are covered adequately New, easy-to-follow flowcharts at the beginning of each chapter highlight the macro level perspective of each subject discipline Basic calculator keystrokes for investment math, retirement, life, and education needs analysis, and other important calculations New multiple-choice questions as well as new charts and tables for quick memorizations New acronyms to help put things into a simplified perspective and help students tie back to the big picture flowchart Perfect as a quick-reference guide to complement all CFP texts and self-study materials, it also serves as an important one-stop resource for financial services professionals who want information in a hurry. Stay organized, on track, and focused with Rattiner's Review for the CFP® Certification Examination, Third Edition.*

**CAPM PROJECT MGMT CERT AIO EG**

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**ACHIEVE PMP EXAM SUCCESS**

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**A CONCISE STUDY GUIDE FOR THE BUSY PROJECT MANAGER**

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*J. Ross Publishing This bestselling study guide provides busy project managers with a brief yet proven comprehensive self-study program for successfully passing the Project Management Professional (PMP) Certification Exam on the first attempt, while cutting study time typically needed in half. Users can simulate 200 exam questions with the CD-ROM.*

**PROJECT MANAGEMENT WORKBOOK AND PMP / CAPM EXAM STUDY GUIDE**

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*John Wiley & Sons Sharpen your project management skills and prepare for the latest PMP®/CAPM® exam The Project Management Workbook and PMP/CAPM Exam Study Guide is a two-in-one resource for mastering the Project Management Body of Knowledge (PMBOK®). As the companion to Project Management: A Systems Approach to Planning, Scheduling, and Controlling, this book provides the opportunity to strengthen your understanding of project management in real-world application, with questions, problems, and cases designed to enhance your critical thinking skills. Functioning as a stand-alone study guide to the Project Management Professional (PMP) Certification Exam, this book helps you develop the critical skills of a successful project manager with questions that show you what to expect on exam day. Interesting, enjoyable, and thought-provoking, this workbook and study guide helps you dig into the PMBOK and gain the professional insights that come only from applying what you've learned. Reading the PMBOK doesn't fully prepare you to pass the PMP exam, let alone function as a project manager in the real world. Understanding how to apply the various methodologies is vital to your success, and this book gives you a wealth of guided practice to hone your skills in advance. Practice applying project management concepts Test your grasp of the PMBOK methodology Preview the PMP with simulated exam questions Enhance your critical thinking and project management skills The project manager's role is broad in scope and detailed in function. Don't try to memorize*

the PMBOK, internalize it; this approach gives you a ready body of knowledge available for recall as needed, and helps you become a more efficient, more effective project manager. Instinctive knowledge comes from copious practice, and the Project Management Workbook and PMP/CAPM Exam Study Guide is your ideal resource for developing your skills. (PMI, PMBOK, CAPM, PMP, and Project Management Professional are registered marks of the Project Management Institute, Inc.)

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### **PMP CERTIFICATION ALL-IN-ONE DESK REFERENCE FOR DUMMIES**

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John Wiley & Sons Each book covers all the necessary information a beginner needs to know about a particular topic, providing an index for easy reference and using the series' signature set of symbols to clue the reader in to key topics, categorized under such titles as Tip, Remember, Warning!, Technical Stuff and True Story.

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### **PMP PROJECT MANAGEMENT PROFESSIONAL PRACTICE TESTS**

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