

CAPM Exam Preparation: Certified Associate in Project Management (CAPM) & CAPM Best Questions



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PMI CAPM Exam Syllabus Topics:

Section	Weight	Objectives
Topic 1: Agile and Hybrid Methodologies	20%	- Agile Principles and Mindset • 1. Adaptive planning • 2. Iterative and incremental delivery • 3. Agile Manifesto values and principles • 4. Early delivery and continuous improvement - Hybrid Approaches • 1. Kanban basics • 2. Blending predictive and agile methods • 3. Scrum framework roles and events - Agile Estimation and Planning • 1. Velocity-based planning • 2. Story points and relative estimation • 3. Sprint planning and retrospectives

Topic 2: Predictive, Plan-Based Methodologies	30%	- Predictive Methodology Principles • 1. Waterfall approach characteristics • 2. Sequential phases • 3. Requirements gathering and documentation • 4. Milestone-driven delivery - Predictive Tool Techniques • 1. Work breakdown structure (WBS) • 2. Gantt charts • 3. Network diagrams • 4. Critical path method (CPM) - Plan-Driven Process Implementation • 1. Detailed planning and estimation • 2. Baseline management • 3. Scope verification • 4. Change control processes
		- Project Procurement Management • 1. Control procurements • 2. Plan procurement management • 3. Conduct procurements - Project Management Framework • 1. Process groups (Initiating, Planning, Executing, Monitoring and Controlling, Closing) • 2. PMBOK Guide framework components • 3. Project stakeholders and governance • 4. Knowledge areas - Project Scope Management • 1. Define scope • 2. Control scope • 3. Validate scope • 4. Collect requirements • 5. Create WBS • 6. Plan scope management - Project Risk Management • 1. Monitor risks • 2. Perform quantitative risk analysis • 3. Implement risk responses • 4. Identify risks • 5. Plan risk management • 6. Perform qualitative risk analysis • 7. Plan risk responses - Project Quality Management • 1. Control quality • 2. Plan quality management • 3. Manage quality - Project Communications Management • 1. Manage communications • 2. Plan communications management

Topic 3: Project Management Fundamentals and Core Concepts	50%	• 3. Monitor communications - Understanding the Value of Project Management • 1. Organizational project management (OPM) • 2. Role of project manager • 3. Benefits of project management • 4. Distinction between projects, programs, and portfolios - Project Integration Management • 1. Perform integrated change control • 2. Develop project charter • 3. Direct and manage project work • 4. Close project or phase • 5. Manage project knowledge • 6. Monitor and control project work • 7. Develop project management plan - Project Schedule Management • 1. Develop schedule • 2. Estimate activity duration • 3. Sequence activities • 4. Define activities • 5. Plan schedule management • 6. Control schedule - Project Stakeholder Management • 1. Plan stakeholder engagement • 2. Monitor stakeholder engagement • 3. Manage stakeholder engagement • 4. Identify stakeholders - Project Cost Management • 1. Determine budget • 2. Plan cost management • 3. Control costs • 4. Estimate costs - Project Resource Management • 1. Plan resource management • 2. Control resources • 3. Acquire resources • 4. Manage team • 5. Develop team
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PMI Certified Associate in Project Management (CAPM) Sample Questions (Q1170-Q1175):

NEW QUESTION # 1170

Projects can be divided into phases to provide better management control. Collectively, what are these phases known as?

- A. Project cycle
- B. Complete project phase
- C. Project life
- **D. The project life cycle**

Answer: D

Explanation:

According to the PMBOK Guide, a project is a temporary endeavor with a definite beginning and end. To provide better management control and appropriate links to the ongoing operations of the performing organization, projects are often divided into several project phases.

* Definition of Project Life Cycle: The project life cycle is the series of phases that a project passes through from its start to its completion. It provides the basic framework for managing the project, regardless of the specific work involved.

* Phase Characteristics: Each phase is a collection of logically related project activities that culminates in the completion of one or more deliverables. Breaking a project into phases allows the project manager and the organization to perform "phase gates" or "kill points," where the project's performance is reviewed against the business case before moving to the next phase.

* Generic Structure: While specific life cycles vary by industry (e.g., software development vs. construction), the PMBOK Guide identifies a generic life cycle structure:

* Starting the project (Initiating).

* Organizing and preparing (Planning).

* Carrying out the work (Executing).

* Ending the project (Closing).

* Adaptability: The project life cycle can be predictive (plan-driven), iterative, incremental, or adaptive (agile/change-driven), depending on the degree of certainty regarding the scope and the frequency of delivery.

Comparison with other options:

* A. Complete project phase: This is not a standard PMI term. While a project has phases, the collective group of phases is not called a "complete phase."

* B. Project life: While colloquially used, "Project Life" is incomplete. The formal standard term for the management framework is the Project Life Cycle.

* D. Project cycle: This is a vague term. PMI specifically uses "Life Cycle" to denote the progression from initiation to closure.

NEW QUESTION # 1171

Due to new market conditions a five-year project requires a full revision of project objectives.

Which components of the stakeholder engagement plan need to be updated?

- A. Project scope and stakeholder goals
- B. Engagement level of key stakeholders
- C. Stakeholder expectations for the project
- **D. Scope and impact of change to stakeholders**

Answer: D

NEW QUESTION # 1172

Which of the following describes the similarities of the process groups and project life cycle?

- A. Each project must have a life cycle and all processes in the five process groups
- B. The life cycle involves three project management process groups
- C. The project life cycle is managed by executing the processes within the five process groups
- **D. Both provide a basic framework to manage the project**

Answer: D

NEW QUESTION # 1173

A change log for communications can be used to communicate to the appropriate stakeholders that there are changes:

- A. To the project management plan.
- **B. And their impact to the project in terms of time, cost, and risk.**
- C. To the risk register.
- D. In the scope verification processes.

Answer: B

Explanation:

Section: Volume C

Explanation:

4.5.3.2 Change Log

A change log is used to document changes that occur during a project. These changes and their impact to the project in terms of time, cost, and risk, are communicated to the appropriate stakeholders. Rejected change requests are also captured in the change log.

13.3.1.3 Change Log

Described in Section 4.5.3.2. A change log is used to document changes that occur during a project. These changes-and their impact on the project in terms of time, cost, and risk-are communicated to the appropriate stakeholders.

NEW QUESTION # 1174

What process in Project Schedule Management identifies and documents specific actions to be performed to produce a project's deliverables?

- A. Plan Schedule Management
- B. Estimate Activity Durations
- **C. Define Activities**
- D. Develop Schedule

Answer: C

NEW QUESTION # 1175

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