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1. Which of the following represents process of monitoring the status of project activities to update project progress and manage changes to the schedule baseline to achieve the plan?

- ☐ 1. Control Schedule
- ☐ 2. Monitor and Control Project Work
- ☒ 3. Control Schedule
- ☐ 4. Control Quality

2. Which of the following best describes an identified area of project management defined by its knowledge requirements and described in terms of its component processes, practices, inputs, outputs, tools, and techniques ?

- ☐ 1. Project Life Cycle
- ☐ 2. Project Management Knowledge Area
- ☐ 3. Process Group
- ☐ 4. Processes

3. What is the name of the process of monitoring the status of the project and product scope and managing changes to the scope baseline?

- ☐ 1. Direct and manage Project Work
- ☐ 2. Validate Scope
- ☐ 3. Control Scope
- ☐ 4. Monitoring and Controlling

4. Which of the following represents a technique for systematically reviewing materials using a list for accuracy and completeness?

- ☐ 1. Checksheets
- ☐ 2. Checklist
- ☐ 3. Procedure
- ☐ 4. Methodology

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CAPM Test Dumps: Certified Associate in Project Management (CAPM) - CAPM Actual Exam Questions

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candidate's commitment to the project management profession. The PMI CAPM Certification is also an excellent way to demonstrate a candidate's understanding of project management concepts and processes, which can help them stand out from other candidates in a competitive job market.

PMI Certified Associate in Project Management (CAPM) Sample Questions (Q379-Q384):

NEW QUESTION # 379

What is the first step in the Stakeholder Management process?

- **A. Identify Stakeholders**
- B. Manage Stakeholder Responsibility
- C. Plan Stakeholder Engagement
- D. Monitor Stakeholder Activity

Answer: A

Explanation:

According to the PMBOK Guide (6th Edition) and the Standard for Project Management, the very first process in the Project Stakeholder Management knowledge area is Identify Stakeholders.

This process occurs in the Initiating Process Group, often starting as soon as the Project Charter is approved (or even while it is being developed). The logical flow of stakeholder management dictates that you must know who is involved before you can plan how to engage them.

The key steps in the Project Stakeholder Management Knowledge Area are:

* Identify Stakeholders: Identifying the people, groups, or organizations that could impact or be impacted by a decision, activity, or outcome of the project.

* Plan Stakeholder Engagement: Developing approaches to involve stakeholders based on their needs, interests, and potential impact.

* Manage Stakeholder Engagement: Communicating and working with stakeholders to meet their needs and address issues.

* Monitor Stakeholder Engagement: Monitoring project stakeholder relationships and tailoring strategies for engaging stakeholders.



Analysis of Distractors:

* A (Plan Stakeholder Engagement): This is the second step. You cannot create an engagement plan until you have a Stakeholder Register (the output of Identify Stakeholders) listing who needs to be engaged.

* C (Manage Stakeholder Responsibility): This is not a formal PMI process name. While a project manager manages engagement

and clarifies roles (often via a RACI chart), "Manage Stakeholder Responsibility" is not a defined step in the PMBOK Guide.

* D (Monitor Stakeholder Activity): This is part of the final, ongoing process (Monitor Stakeholder Engagement) that occurs during the Monitoring and Controlling phase, not at the beginning of the project.

NEW QUESTION # 380

Which statement about identification and engagement of stakeholders during a project is correct?

- A. Project stakeholders should be Identified and engaged in every phase of the project to influence the success of the project directly.
- B. Project stakeholders should be identified when the project charter is being completed and engaged during requirements gathering.
- C. Project stakeholders should be identified and engaged once the prototype is completed to provide their feedback but refrain from making inputs during the project.
- D. Project stakeholders should be identified and engaged during requirements elicitation but not during the Define Scope process.

Answer: A

Explanation:

According to the PMBOK Guide, stakeholder engagement is not a one-time event or a task limited to the beginning of the project. It is a continuous and iterative process that must occur throughout the entire project life cycle.

* Continuous Identification: New stakeholders can emerge at any time-during a change in project direction, a transition between phases, or shifts in the organizational landscape. Therefore, the Identify Stakeholders process should be revisited at the start of every phase and whenever a significant change occurs.

* Direct Influence on Success: Stakeholders hold the power to support or resist project objectives. Their early and ongoing engagement helps the project manager manage expectations, resolve conflicts, and ensure the deliverables meet the actual business need.

* Engagement Levels: The degree and nature of engagement may shift (e.g., a stakeholder may be heavily involved in requirements gathering but only receive status reports during execution), but they remain "engaged" throughout to ensure their continued alignment with project goals.

* Iterative Nature: The Stakeholder Engagement Plan is a living document. As the project progresses, the project manager must monitor these relationships and adjust strategies to keep stakeholders supportive.

Analysis of Other Options:

* B. Project stakeholders should be identified and engaged once the prototype is completed....: This is far too late. Waiting until a prototype is built to engage stakeholders often leads to costly rework if their requirements or expectations were not captured early.

* C. Project stakeholders should be identified when the project charter is being completed and engaged during requirements gathering: While identification starts during the charter and engagement is heavy during requirements, this statement implies that engagement stops there. Stakeholders must remain engaged through execution and closing to ensure final acceptance.

* D. Project stakeholders should be identified and engaged during requirements elicitation but not during the Define Scope process: This is contradictory. The Define Scope process relies heavily on stakeholder input to determine what is in and out of the project. Excluding them from this process would likely result in scope gaps or misalignment.

NEW QUESTION # 381

Which input to the Identify Stakeholders process provides information about internal or external parties related to the project?

- A. Procurement documents
- B. Communications plan
- C. Stakeholder register
- D. Project charter

Answer: D

Explanation:

Explanation/Reference:

Explanation:

Process: 13.1 Identify Stakeholders

Definition: The process of identifying the people, groups, or organizations that could impact or be impacted by a decision, activity, or outcome of the project; and analyzing and documenting relevant information regarding their interests, involvement, interdependencies, influence, and potential impact on project success.

Key Benefit: The key benefit of this process is that it allows the project manager to identify the appropriate focus for each stakeholder or group of stakeholders.

Inputs

Project charter

■ Procurement documents

■ Enterprise environmental factors

■ Organizational process assets

Tools & Techniques

1. Stakeholder analysis

2. Expert judgment

3. Meetings

Outputs

1. Stakeholder register

NEW QUESTION # 382

In one of the project meetings during project execution, a new stakeholder attends and highlights a new risk. What should the project manager do next?

- A. Add the stakeholder to the stakeholder register and add the risk to the risk register.
- B. Make sure proper testing gets completed to minimize the risk highlighted.
- C. Ignore the risk from this stakeholder as this stakeholder never showed up at the start of the project.
- D. Add this risk to the lessons learned register on project completion.

Answer: A

NEW QUESTION # 383

Which process determines the correctness of deliverables?

- A. Validate Deliverables
- B. Verify Deliverables
- C. Review Deliverables
- D. Analyze Deliverables

Answer: B

Explanation:

According to the PMBOK Guide, the process that deals specifically with the correctness of deliverables is Control Quality. Within this process, the internal inspection and measurement of work results lead to "Verified Deliverables."

* Correctness vs. Acceptance: It is crucial to distinguish between "correctness" and "acceptance."

* Correctness (Control Quality): This is an internal process performed by the project team or quality department. It uses quality standards to ensure the deliverable meets the technical specifications and requirements. When a deliverable is found to be correct, it becomes a Verified Deliverable.

* Acceptance (Validate Scope): This is an external process performed with the customer or sponsor. They review the Verified Deliverables to formally sign off on them. This process is about completeness and meeting the customer's expectations, resulting in Accepted Deliverables.

Why other options are incorrect:

* Option B: Validate Deliverables (often associated with the process Validate Scope) is focused on the acceptance of the deliverable by the customer, not the internal technical correctness.

* Option C: "Review Deliverables" is a general activity that can occur in many processes, but it is not a formal PMI-defined process for determining correctness.

* Option D: "Analyze Deliverables" is not a formal process name in the PMBOK Guide. While data analysis occurs during quality control, the specific goal of determining correctness is summarized in the "Verification" of the deliverable.

NEW QUESTION # 384

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