

## **STUDY PLAN by GEORGE DEL CARMEN**

From: Gdelcarm@aol.com  
Sent: Monday, May 03, 2004 9:07 PM  
To: rperrine5@cox.net; mike.graupner@marlai.com; professionaldevelopment@pmi-oc.org  
Subject: Re: study plans

Just want to let you know that I passed my PMP exam last Saturday 5/1/04. It feels great to be a PMP. Mike and Frank, a big THANKS to you and your team.

Robert, attached are 3 tools that I used during my review --

- 1) Review Schedule -- I put together my own review schedule where I kept track of my scores to make sure I got more than 80% consistently as I got closer to exam date. I did not take any days off from work during my review. So, I divided my day into 4 sessions -- Outer Core (4AM-5AM), Rita Mulcahy (7AM-8AM), Sybex (12 Noon-1PM), PMBOK (7PM-9PM).
- 2) Brain Dump Chart -- I memorized the processes and knowledge areas and I put the matrix together from memory. I added the formulas right after I memorized them. I basically built my brain dump chart from memory.
- 3) PMP Hours Documentation -- this was what I used to document the projects that I worked on and the number of project hours. This helped me a lot when I filled out the application.

I hope these will help the next group. By the way, another thing that helped me prepare was about 2 hours before the exam, I did 20 Sybex random questions -- to warm up my brain and get into the right frame of mind. The Sybex CD really helped.

Frank, I still have the Rita Mulcahy book and I will return it at the dinner meeting on May 11. See you then.

George S. del Carmen, PMP

## BRAIN DUMP by GEORGE DEL CARMEN

	<i>Initiating</i>	<i>Planning</i>	<i>Executing</i>	<i>Controlling</i>	<i>Closing</i>
<b>Integration</b>		Project Plan Development	Project Plan Execution	Integrated Change Control	
<b>Scope</b>	Initiation	Scope Planning Scope Definition		Scope Verification Scope Change Control	
<b>Time</b>		Activity Definition Activity Sequencing Activity Duration Estimating Schedule Development		Schedule Control	
<b>Communication</b>		Communication Planning	Information Distribution	Performance Reporting	Administrative Closure
<b>Human Resource</b>		Organization Planning Staff Acquisition	Team Development		
<b>Cost</b>		Resource Planning Cost Estimating Cost Budgeting		Cost Control	
<b>Risk</b>		Risk Management Planning Risk Identification Qualitative Risk Analysis Quantitative Risk Analysis Risk Response Planning		Risk Monitoring and Control	
<b>Quality</b>		Quality Planning	Quality Assurance	Quality Control	
<b>Procurement</b>		Procurement Planning Solicitation Planning	Solicitation Source Selection Contract Administration		Contract Close-out
<b>CV=EV-AC</b>	< 0, Over Budget		<b>PERT MEAN=(O+4m+P)/6</b>		<b>COST ESTIMATING</b>
<b>SV=EV-PV</b>	< 0, Late		<b>STD DEV =(P-O)/6</b>		ORDER OF MAGNITUDE = -25 +75
<b>CPI=EV/AC</b>	< 1, Over Budget		<b>COMM LINK = N(N-1)/2</b>		PRELIMINARY = -15 +50
<b>SPI=EV/PV</b>	< 1, Late		<b>VARIANCE=((P-O)/6)2</b>		BUDGET = -10 +25
<b>ETC=EAC-AC</b>					DEFINITIVE = -5 +10
<b>EAC=AC+ETC</b>	Incorrect Assumption				FINAL ESTIMATE = 0%
<b>EAC=AC+(BAC-EV)</b>	Atypical Variance		<b>Cash Flow Techniques</b>		
<b>EAC=AC+((BAC-EV)/CPI)</b>	Typical Variance		Payback - shortest time		<b>STANDARD DEVIATION</b>
<b>VAR=BAC-EAC</b>	<b>VAR=PLAN-ACTUAL</b>		NPV - Accept > 0		1 SIGMA = 68.3
<b>%COMPLETE = EV/BAC</b>	<b>%VAR=VAR/PLAN</b>		IRR - Get highest IRR		2 SIGMA = 95.4
<b>REM BALANCE=BAC-EV</b>			Discounted Cash Flow	Future Value in CURR \$	3 SIGMA = 99.7
<b>%SPENT = AC/BAC</b>					
<b>NET PRESENT VALUE (NPV) = PV BENEFITS - PV COSTS</b>					
<b>PRESENT VALUE=FUTURE VALUE/(1+ INTEREST RATE)N SQUARE (WHERE N = TIME)</b>					
<b>EV OF RISK = PROBABILITY* CONSEQUENCES</b>					
<b>RISK RANKING = PROBABILITY * IMPACT (ON SCALE OF 1-5)</b>					
<b>RETURN ON SALES (ROS) = GROSS PROFIT/TOTAL SALES</b>					
<b>RETURN ON ASSETS (ROA) = NET PROFIT/TOTAL ASSETS</b>					
<b>RETURN ON INVESTMENT (ROI) = NET PROFIT / TOTAL INVESTMENT</b>					
<b>BENEFIT COST RATIO (BCR) = PV REVENUE/PV COST</b>					
	BCR MUST > 1.3 BEFORE CONSIDERING BUDGET				
	BCR > 1, BENEFITS > COST				

**PMP REVIEW SCHEDULE by GEORGE DEL CARMEN**

	PMI	OUTERCORE	RITA MULCAHY	SYBEX	PMBOK
3/28/2004	Review Sched				
3/29/2004		Ch 1	Ch 1	Ch 1 Test	Ch 1
3/30/2004		Ch 2	Ch 2	Ch 2 Test	Ch 2
3/31/2004	Sched Test	Ch 3	Ch 3	Ch 3 Test	Ch 3
4/1/2004		Ch 4	Ch 4	Ch 4 Test	Ch 4
4/2/2004		Ch 5	Ch 5	Ch 5 Test	Ch 5
4/3/2004		Ch 6	Ch 6	Ch 6 Test	Ch 6
4/4/2004		Ch 7	Ch 7	Ch 7 Test	Ch 7
4/5/2004		Ch 8	Ch 8	Ch 8 Test	Ch 8
4/6/2004		Ch 9	Ch 9	Ch 9 Test	Ch 9
4/7/2004		Ch 10	Ch 10	Ch 10 Test	Ch 10
4/8/2004		Ch 11	Ch 11	Ch 11 Test	Ch 11
4/9/2004		Ch 12	Ch 12	Ch 12 Test	Ch 12
4/10/2004		Ch 13		Ch 1 Test	Formula
4/11/2004		Appendices		Ch 2 Test	Processes
4/12/2004		Final Test		Ch 3 Test	KA
4/13/2004		Assessment		Ch 4 Test	Glossary
4/14/2004		Ch 3&4 Test	Ch 1 Test	Ch 5 Test	Ch 1
4/15/2004		Ch 5&6 Test	Ch 2 Test	Ch 6 Test	Ch 2
4/16/2004		Ch 7&8 Test	Ch 3 Test	Ch 7 Test	Ch 3
4/17/2004		Ch 9&10 Test	Ch 4 Test	Ch 8 Test	Ch 4
4/18/2004		Ch 11/12/13	Ch 5 Test	Ch 9 Test	Ch 5
4/19/2004		Final Test & AST	Ch 6 Test	Ch 10 Test	Ch 6
4/20/2004		Plan Process	Ch 7 Test	Ch 11 Test	Ch 7
4/21/2004		Plan Process	Ch 8 Test	Ch 12 Test	Ch 8
4/22/2004		Assessment	Ch 9 Test	PRACTICE	Ch 9
4/23/2004		Final Test	Ch 10 Test	BONUS	Ch 10
4/24/2004		Review ch 1-6	Ch 11 Test	Assessment	Ch 11
4/25/2004		Review ch 7-13	Ch 12 Test	Final Test	Ch 12
4/26/2004		Assessment	Rita CD	Assessment	Glossary
4/27/2004		Final Test		PRACTICE	Processes
4/28/2004		Assessment	Rita CD	BONUS	KA
4/29/2004		Final Test		Assessment	Brain Dump
4/30/2004				Final Test	Brain Dump
5/1/2004	PMP TEST	8:30 AM Brea			

## Example of How to Calculate PMP Application Experience Hours by George S. Del Carmen

<i>Employer</i>	<i>Address</i>	<i>Start</i>	<i>End</i>	<i>Months</i>	<i>Hours</i>
XYZ Company	Los Angeles, CA	5/1/1999	11/1/1999	6	960

<i>Project Title</i>	<i>Role</i>	<i>Industry</i>
Custom Billing System	PM	Security

<i>Initiating</i>	<i>Planning</i>	<i>Executing</i>	<i>Controlling</i>	<i>Closing</i>	<i>Total</i>
80	160	520	160	40	960

### **Deliverables**

ProjectScope Statement; Project Plan; Resource Allocation; List of Assumptions and Constraints; Change Control Procedures; Corrective Action Documentations; Cost Estimates; Status Reports; Lessons Learned; Risk Management Plan