

[www.kaizen-barbados.com](http://www.kaizen-barbados.com)

CERTIFIED  
ASSOCIATE IN  
PROJECT  
MANAGEMENT

Kaizen  
Learning  
Institute

CAPM Exam Prep Course  
Tuesday & Thursday  
5:30pm - 7:30pm



# WELCOME TO **KAIZEN LEARNING INSTITUTE!**

Kaizen Learning Institute is a subsidiary of Kaizen Business Development Inc., a Barbadian-based business development consultancy, with experience in Project Management, Strategic Development Plans, Marketing, and Diagnostic Assessments.

Over our 13 years in existence, we have worked across many sectors, including tourism, renewable energy, financial services, and agriculture - and now we want to equip you to do the same!

Our courses are designed to prepare you for high-paying jobs across a number of fields, offering you the industry standard in certificate courses and training methodology.

# Here's What You Can Expect from a KLI Course

When you register for a Kaizen Learning Institute course, you become immediately submerged in the project management knowledge areas outlined by the Project Management Institute. You will gain insights on how to incorporate the knowledge gained into your current business and/or projects while accessing the depth of experience of your tutors who have worked on local, regional, and international projects in both the public and private sectors.

You will be coached throughout the challenging journey towards obtaining your PMP certification, while being challenged to level up your perception and skills in projection management. You'll fall in love with project management all over again, as we take you to new heights in the industry. Are you ready to become a project management evangelist? We promise this course will change you for the better!



# When you complete the Certified Associate in Project Management (CAPM) Exam Course you become...

A member of a global community of highly sought-after professionals, while becoming proficient and highly trained in project management methodology and best practices.

A confident project team member, who is one step closer to attaining the PMP designation and Project Manager roles.



# CERTIFIED ASSOCIATE IN PROJECT MANAGEMENT (CAPM) EXAM PREP COURSE

## Project Environment

Breaking down the Roles and Responsibilities of the Project Team members and the executing framework.

## Core Constraints

Going beyond scope, time and cost (triple constraints) to embed risk considerations, quality, and resourcing. This is an intense examination of the PMI process.

## The People

70% of project manager's time is spent engaging stakeholders, subject matter experts and facilitation staff until the deliverables are accepted by the sponsor.

## Agile Application

The exam domains require that understanding agile approaches in projects is a cross cutting consideration on all types of projects.

## Entry Requirements

- Secondary degree (high school diploma, associate's degree or the global equivalent)
- 23 hours of project management education completed by the time you sit for the exam.

## Delivery Methods

- Online Tutor-Led via Zoom
- Electronic Materials
- Access to an online test bank for 12 months
- Coaching through registration and other PMI processes

# Here's How to Register

## Commencement Date:

June 21st, 2022

## Duration:

12 Weeks

## Completion Date:

September 8th, 2022

## Days & Times:

Tuesdays & Thursdays  
5:30pm - 7:30pm

## Course Fees:

USD\$1,000.00

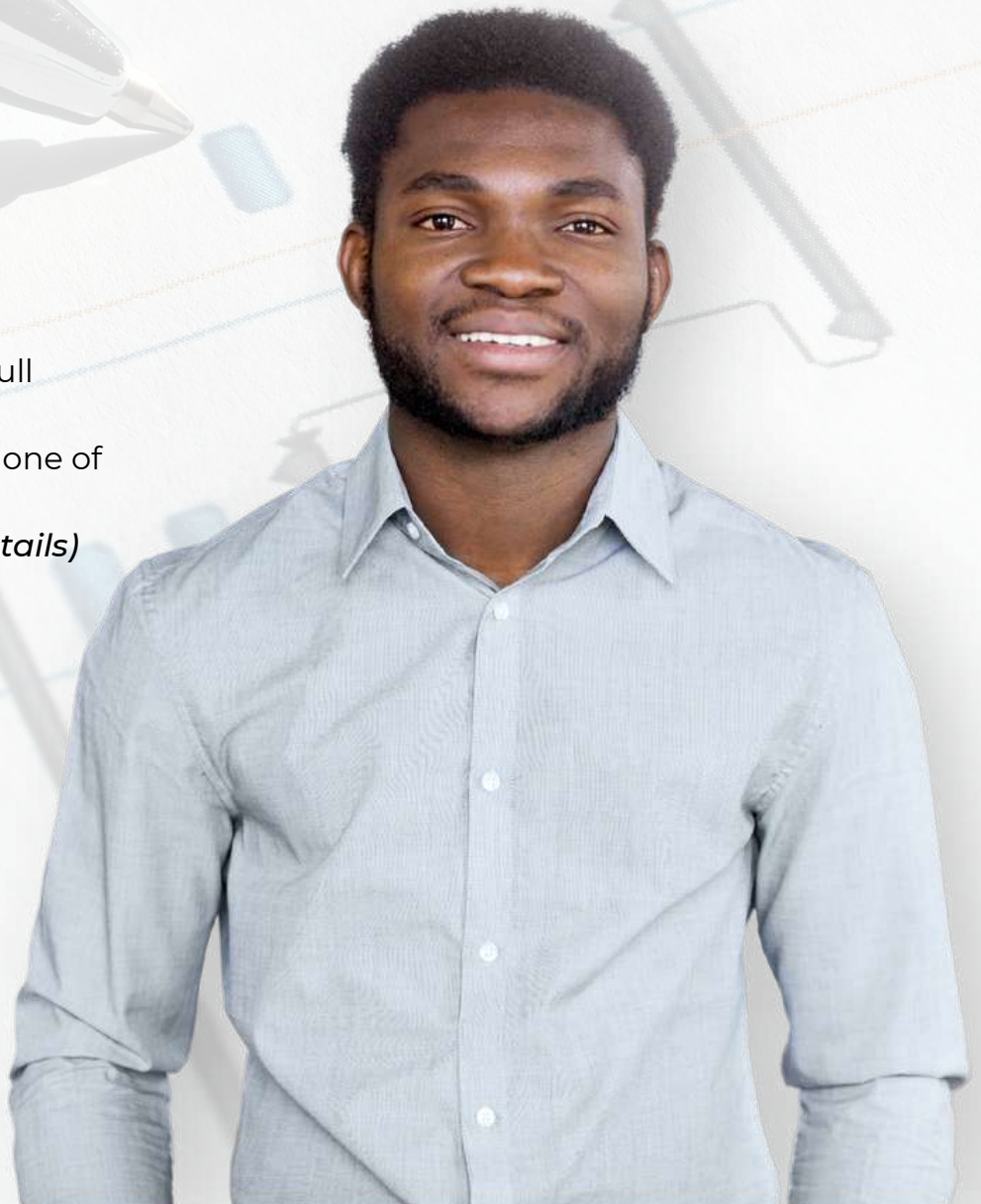
## Payment Options:

Option 1 – Payment in full

Option 2 – Choose from one of our payment plans  
(*contact us for more details*)

## How to Enrol

- Click [here](#) to fill out the registration form.
- Choose your payment method.
- Make your first payment.
- Check your email for details of the first class.



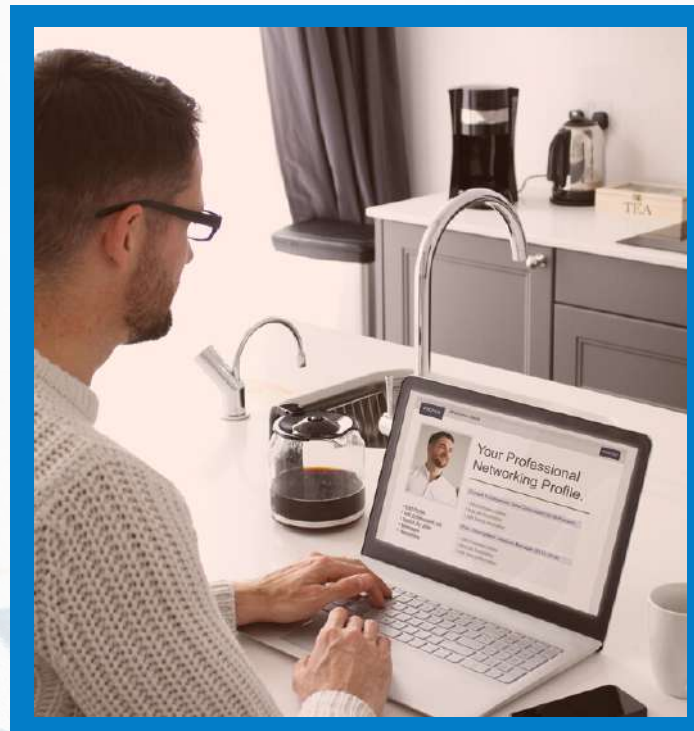
# FREQUENTLY ASKED QUESTIONS

**How many hours, in addition to class time, is needed to properly prepare for the exam?**

It is recommended that you spend a minimum of 6-8 hours in personal study per week. Your tutor will also share tips on how to maximize your study time.

**How can I effectively apply the course materials?**

Study the tutorial notes and read through the course text.  
Take weekly tests in the online test bank by knowledge area as well as mini exams.  
Ask questions in the class chat to gain insights from tutors and fellow students.



**Is this course enough to meet the PMI requirements for exam eligibility?**

Yes, the PMI requires 25 hours of instructor led tuition in project management and this course provides 28 hours.

**How will I receive my certificate?**

You will receive a secure electronic certificate by email. You can request a paper certificate by email to [admin@kaizen-barbados.com](mailto:admin@kaizen-barbados.com) providing the mailing address to which it should be posted. The paper certificate will be posted via regular postal service.



GET IN  
TOUCH!

**Kaizen Learning  
Institute**

4th Ave, St. Barnabas Heights  
St. Michael, BB11094 Barbados

admin@kaizen-barbados.com  
246-253-5026 | 246-243-1796

[www.kaizen-barbados.com](http://www.kaizen-barbados.com)