

# Fast Track Your Career



Project Management Skills, LLC is a premier provider of project management training that effectively prepares business professionals for the PMP® / CAPM® certification exams. Our 4-day Boot Camps optimize learning to help you pass the exam on the first try and earn your certification.

## Be Certified! Be Successful!

- Affordable Training & Exam Prep
- Enjoyable Training Presentations
- Clear Real-Life Project Examples
- Interactive, Multi-Media Classroom Instruction
- Efficient Use of Class Time
- Post-Class Online Support
- **Help with Exam Application**
- **We Guarantee Your Certification Success**

## Learn from the Best and Earn Your PMP® / CAPM® Certification

**The Project Management Professional (PMP)® certification** can put your career on the Fast Track. Certification can help you advance your career and achieve personal goals.

- **BOOST YOUR SALARY**
- **EARN DISTINCTION** for your dedication to project excellence
- **GAIN RECOGNITION** for your expertise and leadership
- **INCREASE RESPECT** from your peers, management, and clients
- **CREATE OPPORTUNITIES** for elite assignments and advancement

Register Today at  
[www.SteveNortonPM.com](http://www.SteveNortonPM.com)  
Save \$\$ with the  
Early Bird Special

# Why Earn Your PMP®/CAPM® Certification?

Earning your PMP® or Certified Associate Project Manager (CAPM)® certification demonstrates your professional commitment to excellence in project management. It underscores your drive for the highest level of performance.

Certification is an influential factor in job retention and hiring. It can be a factor in your job satisfaction, leading to opportunities for elite and challenging work assignments. It can increase opportunities for advancement and increased compensation.

On average, PMs with PMP® certification earn 20% MORE \$\$ than PMs without certification.\*

*\*From the 2013 PMI® Salary Survey*

Register TODAY at [www.SteveNortonPM.com](http://www.SteveNortonPM.com)  
Take the first step to a more rewarding career!

## Project Management Skills, LLC Exam Prep for PMP® / CAPM® Certification

Project Management Skills, LLC is a leading provider of project management training that effectively prepares business professionals for the PMP® / CAPM® certification exams. Our 4-day Boot Camps are expertly presented to optimize learning and to help you achieve your certification goals.

We are distinguished by our training approach and the quality of our instruction. Our Boot Camps deliver training in a face-to-face classroom setting with lively, upbeat presentations. We enhance skills development through engaging discussions, exercises, and small group activities. Module quizzes, resource reviews, and mock exams boost preparation and promote exam success.

## We Care About Your Success

Our Boot Camps are designed to help you join the elite ranks of Project Managers with PMI® certification. **Our proven training approach will help you:**

- Strengthen your project management skills
- Master the tools of the trade
- Learn the best practices
- Acquire tips and techniques to promote your success
- Pass the exam on your first try!

We provide all the information you need to be fully prepared for the certification exam. We even help with the exam application.

Our goal is to count you among the long list of PMs with PMP® / CAPM® certification who have benefited from our instruction. It is truly gratifying to contribute to the development of professionals who are confidently leading projects to profitable outcomes!

**Our Guarantee**

If you don't pass the exam on the first try, you can attend a future Project Management Skills, LLC Boot Camp at no cost. If you do not pass the exam on the second try, your tuition will be refunded.



Steve Norton (right) with James Snyder, a leader of the Project Management Institute, often called the "Father of PMI®."



# The Ultimate 4-Day BOOT CAMP

Learn the best practices in project management with course materials based on the latest edition of the Project Management Institute, *A Guide to the Project Management Body of Knowledge, (PMBOK® Guide)*. Training covers requisite knowledge competencies and ensures every student is trained to PMI standards.

Our 4-day Boot Camp is presented in four blocks of 8 hours per day, providing 32 contact hours. Students earn the contact hours required to take the PMP® / CAPM® certification exams. An additional 35 hours are available online.

We structure our training for busy professionals, optimizing time spent in the class and minimizing time away from work. At the same time, we give personalized attention to individual information needs.

## Training to PMI Standards

We cover 17 essential modules of curriculum:

1. Introduction to the Exam
2. Foundational Concepts
3. The PMI® Framework
4. Integration Management
5. Scope Management
6. Time Management
7. Project Network Diagramming
8. Cost Management
9. Earned Value Management
10. Quality Management
11. Human Resource Management
12. Communications Management
13. Risk Management
14. Procurement Management
15. Stakeholder Management
16. How to Pass the Exam
17. Simulated PMP® Exam

With our Boot Camp, students are prepared to pass the exam on the first try and earn the coveted PMP® / CAPM® certification.

Our Boot Camp consistently gets fantastic reviews. *On a scale of 1 – 10, how beneficial was this course?* Participants in our Olympia, WA boot camp rated the training over 9.5!

“Excellent class to prep for PMP test and to meet and share PM concepts with other project managers. Perfect complement to real-world experience! Helps to standardize terminology and provides a framework for understanding and thinking about and planning projects.”

**Frank Guendelsberger**  
Project Controls, Energy  
Northwest, Richland, WA

Register TODAY at  
[www.SteveNortonPM.com](http://www.SteveNortonPM.com)

Join other successful  
certified PMs.



Founder called



- **4 days of private instruction** from an award-winning project management expert
- **Expert tips** on passing the exam, feedback from previous students on exam strategies, assistance in completing your exam application
- **35+ contact hours of project management training** to meet PMI requirements (32 hours in class and 35+ more contact hours available online at no additional cost)
  - **The exclusive Velocitech® Exam Prep Manual**, *The PMP® Exam: How to Pass on Your First Try*, which features 425 practice exam questions
  - **A Course Workbook** that includes the presentation slides and a convenient format for note-taking
  - **3-month access to InSite**, the Velocitech® proprietary online study aid with 800 additional practice exam questions, 35 hours of PMP® exam instructional lessons, and much more
  - **PMP® Exam Flash Cards** - 250 flash cards that cover the 10 Knowledge Areas, definitions and terms you'll need to know for the exam
  - **The Quick Reference Guide** – an easy-to-use summary resource for all important exam content
  - **Conversations on the PMP® Exam** (6-CD audiobook) by three authoritative Velocitech® PM experts - packed with insights on the 47 processes in the 5th Edition *PMBOK® Guide*

- **Training venue** includes coffee and snacks (no-charge lunch at some venues – check your Boot Camp for details)
- **Additional support** after the class through online information and preparation
- **100% Money Back Guarantee!**

**Register TODAY at**  
[www.SteveNortonPM.com](http://www.SteveNortonPM.com)

**Who should attend?** Our comprehensive 4-day Boot Camp is ideal for associate project managers, project managers, IT managers, project coordinators, project analysts, project engineers, project leaders, senior project managers, team leaders, product managers, program managers, project sponsors, supervisors, operations managers, engineers, and project team members. Our boot camp is for engineers, project team members, and PMI® credential holders who want to brush up on the latest *PMBOK® Guide* updates and earn a full 3-year cycle of PDUs (32 hours of live PM instruction plus 35 more online on-demand!).

Others may benefit too! If you want to learn the essentials of project management, improve your work performance, and achieve better outcomes, our Boot Camp is for you. You'll gain knowledge, tips and techniques you can use in any productive endeavor. Lead and achieve with confidence!

“My investment in the 3-day class was well worth it. There is no way I would have prepared properly without the class. I would highly recommend and endorse this class for anyone planning to take the PMP exam. Thanks, Steve. Your class was informative, fun and effective!”

**Wade Zinnecker, PMP**  
Billings, MT

“Thanks again for all the support and mentoring you provided to the PMP Boot Camp class in June. I passed the PMP Exam on the first try.”

**Russell Looney, PMP**  
Tri-Cities, Washington

“I am strongly recommending Steve Norton's PMP Boot Camp. I took the 3 day course, spent 2 days taking the included online tests and passed the test a week later. Steve presents the material in a manner which encourages retention, and the class was actually very enjoyable. Thanks Steve!”

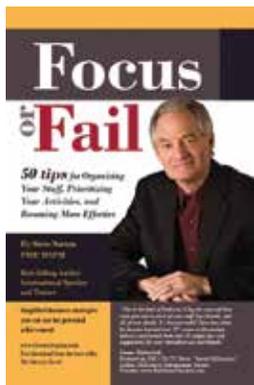
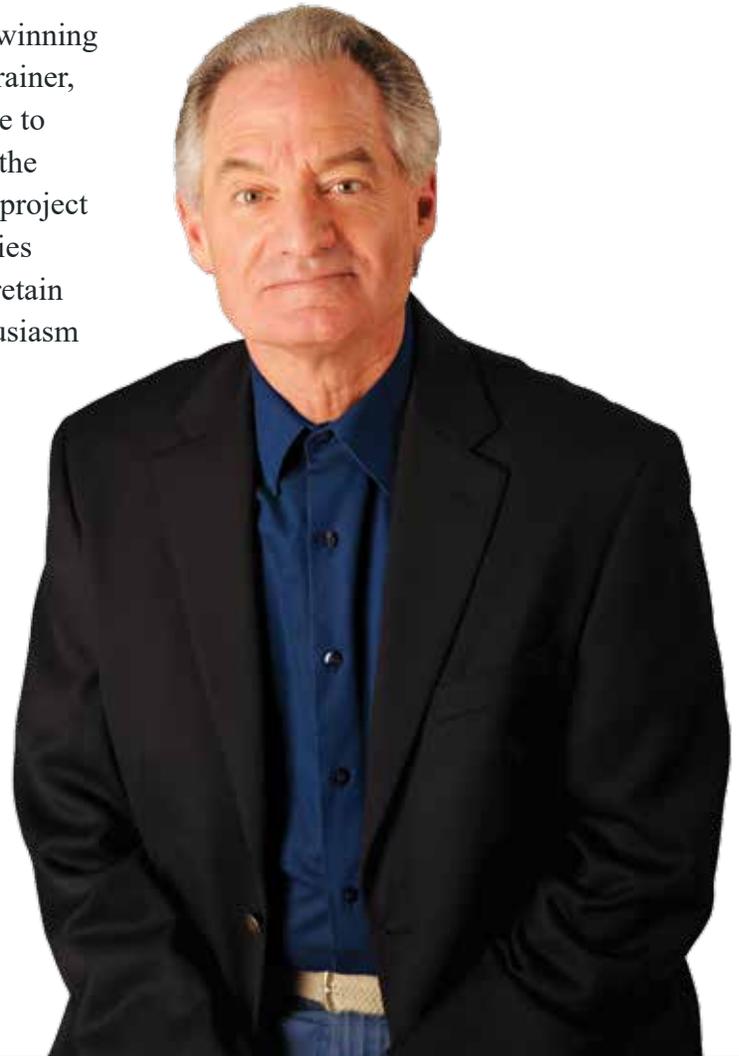
**Dave Wallace - PMP, EVP**  
D. Gerard Consulting, LLC

“If you're ready to achieve your goals and reach a higher level of success, follow Steve's strategies. He truly comes from a place of service to help you become better in business and life!”

**James Malinchak**  
Featured on the ABC hit TV show “Secret Millionaire,”  
Co-author of *Chicken Soup for the College Soul*, Founder  
[www.BigMoneySpeaker.com](http://www.BigMoneySpeaker.com)

**Our instructor, Steve Norton**, is an award-winning project manager and an internationally recognized trainer, speaker and author. He is masterful at leading people to greater effectiveness and preparing students to pass the exam on their first try. Drawing on his 30+ years of project management and training experience, he shares stories and real-life examples that help students grasp and retain the principles of project management. Steve's enthusiasm and encouragement make learning enjoyable and productive. His popular Boot Camps are acclaimed for his upbeat presentation style and efficient use of class time.

As a senior manager for Fortune 500 companies, Steve directed project management activities, strategic planning, financial planning, scheduling, plant operations, and facility startups. He led project management offices for two global companies and was responsible for portfolios of projects valued in the hundreds of millions of dollars. His experience in the nuclear industry included management of large and complex projects in a highly regulated environment.



### Best-Selling Author

Steve's newest book *Focus or Fail* is a helpful, easy read that offers "50 tips for organizing your stuff, prioritizing your activities, and becoming more effective." He and

Jack Canfield coauthored the Amazon.com best-seller, *The Success Secret: The World's Leading Experts Reveal Their Secrets for Success in Business and in Life*.



In 2013 Steve Norton was honored at the PMI® Global Congress – North America as a PMI® Chapter Volunteer of the Year.

## Steve Norton, PMP

PMI® Registered Education Provider  
Trainer | Speaker | Author

### A Motivating Trainer

Steve Norton is a talented trainer with a gift for motivating people. He has trained with America's #1 Success Coach, Jack Canfield, co-creator of the *Chicken Soup for the Soul* book series and author of the best-selling book, *The Success Principles*. Steve is featured in Jack's acclaimed instructional videos along with James Malinchak (author and star of ABC TV hit series, *Secret Millionaire*, Season One) and Timothy Ferris (author of *The 4-Hour Work Week*).

Steve has a Master of Sciences degree in Project Management from Boston University. He is active in his local PMI® chapter and served four years as Chapter VP of Professional Development.

