

## **Certified Associate in Project Management (CAPM®) 30-Day Study Plan**

We have 6 **benchmarks** on this checklist that are **key to passing** the PMP® exam on your first attempt:

- 1. Read the *PMBOK® Guide* cover-to-cover once;**
- 2. Read the *PMBOK® Guide* Glossary a minimum of three times;**
- 3. Draw Table 1-4 (p. 25 of the *PMBOK® Guide* (6<sup>th</sup> Ed.)) accurately to understand the flow;**
- 4. Review a minimum of 3,000 exam questions;**
- 5. Achieve a minimum score of 70% on practice exams**
- 6. Take a minimum of (1) full-length, 4-hour, 200-question practice exam to determine your fatigue points, necessity of bathroom and snack breaks, etc. Time hacks and mental thresholds are key.**

**We have found time and again that students that do not achieve these 6 benchmarks pre-exam do not pass their CAPM® exams on their first attempt.**

This 30-day study plan is the daily study regimen you'll need to follow to help you achieve maximum results and pass the CAPM® exam. It is suggested you spread this load over the course of your day. Immersion is *the key* for preparation. You can achieve this in several ways, including **flashcards**, smartphone applications, student study guides, **course session audio and visual recordings**, PMI meetings, and more! You can also pop back into on-going Vets2PM Webinars to get refreshers!

We do recommend the usage of the [CAPM Exam Simulator](https://vets2pm.com/PMP/?add-to-cart=40848) (not our product but we believe it is the best out there: <https://vets2pm.com/PMP/?add-to-cart=40848>)

This study plan is only a starting point, and you should modify it to best fit your schedule, needs, and the date of your exam.

## REGIMEN:

### Day 1-3

- Take Daily 50 question quiz from various sources
- Read chapters 1-4 in your *PMBOK® Guide*
- Read *PMBOK® Guide* Glossary pp. 696-701
- Review Webinar recording covering *PMBOK® Guide* chapters 1-4

### Day 4

- Take full-length, 200-question practice exam from various sources
- Draw Table 1-4 (p. 25 of the *PMBOK® Guide* 6th Ed.) accurately to understand the flow or processes

### Day 5-8

- Take Daily 50 question quiz from various sources
- Read chapters 13, 5, 6 *PMBOK® Guide*
- Read Glossary pp. 702-707
- Review Webinar recording covering *PMBOK® Guide* chapters 13, 5, and 6

### Day 9

- Take full-length, 200-question practice exam from various sources
- Draw Table 1-4 (p. 25 of the *PMBOK® Guide* 6th Ed.) accurately to understand the flow or processes

### Day 10

- Review Vets2PM Final Exercise Video(s)

### Day 11-14

- Take Daily 50 question quiz from various sources
- Read chapters 7, 8 *PMBOK® Guide*
- Large focus on EVM formulas understanding not memorization
- Read *PMBOK® Guide* Glossary pp. 708-713
- Review Webinar recording covering *PMBOK® Guide* chapters 7 and 8

### Day 15

- Take full-length, 200-question practice exam from various sources
- Draw Table 1-4 (p. 25 of the *PMBOK® Guide* 6th Ed.) accurately to understand the flow or processes

### Day 16-18

- Take Daily 50 question quiz from various sources
- Read chapters 9, 10, and 11 *PMBOK® Guide*
- Read *PMBOK® Guide* Glossary pp. 714-719
- Review Webinar recording covering *PMBOK® Guide* chapters 9, 10, and 11

### Day 19

- Take full-length, 200-question practice exam from various sources
- Draw Table 1-4 (p. 25 of the *PMBOK® Guide* 6th Ed.) accurately to understand the flow or processes

### Day 20

- Review Vets2PM Final Exercise Video(s)

### Day 21-24

- Take Daily 50 question quiz from various sources
- Read Chapters 12, Annex 1, and Annex 3 *PMBOK® Guide*
- Read *PMBOK® Guide* Glossary pp. 720-726

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BECOME PROJECT MANAGERS**

### Day 25

- Review results of previous full-length 200-question exam to identify weak areas that will guide your next several days of study
- Draw Table 1-4 (p. 25 of the PMBOK® Guide 6th Ed.) accurately to understand the flow or processes

### Day 26-28

- Take Daily 50 question quiz from various sources
- For any identified weak areas, go back and study relevant areas in *PMBOK® Guide*, Student Guides, or Webinar recordings. **Flash cards may assist in memorization and understanding**

### Day 29

- Take full-length, 200-question practice exam from various sources
- Draw Table 1-4 (p. 25 of the PMBOK® Guide 6th Ed.) accurately to understand the flow or processes

### Day 30

- Take Daily 50 question quiz from various sources
- Review the *PMBOK® Guide* Glossary in full
- Relax, mentally prepare for the exam tomorrow, get a solid night's rest
- Recon the test center or if you are taking it from home sanitize the space

### PMP® Exam Day

- Arrive at the testing center or home office at least 45 minutes early
- Skim through glossary if you have time
- Keep up a good pace to complete the test in time without rushing

Recommended Apps for SmartPhone/Tablet “Various Sources”

- Pocket Prep’s Project Management Professional, PMP® Exam Prep 2016
- PMP® Exam Prep Guide
- PMP® Exam Free

For assistance with curriculum questions, please email DJ at [dj@vets2pm.com](mailto:dj@vets2pm.com) for assistance.

Good luck, press hard!

*/s/ The Vets2PM Team!*

