

PMI Agile-Certified Practitioner (PMI-ACP)[®] Tips and Tricks



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NK Shrivastava, PMP, RMP, ACP
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Agenda

1. What is Virtual Lunch & Learn
2. Your Expectations from this Webinar
3. Introduction – Myself
4. PMI-ACP[®] Tips and Tricks
 - a. Overview of PMI-ACP, Qualifications and Test Makeup
 - b. Study Tips and Tricks
 - c. Exam Tips and Tricks
 - d. Other Resources
5. Upcoming Learning Opportunities from RefineM
6. How to get 1 PDU for this Webinar?
7. Q & A

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RefineM's Virtual Lunch & Learn

This is a monthly webinar delivered during the lunch hour in the first week (Wednesdays) of every month.

It's designed to help you learn while you eat lunch, providing a relaxed environment to enhance your experience.

The monthly webinars will cover a variety of Project Management/ Agile topics.



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Your Expectations

What are your expectations from this webinar?

Why are you here today?



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Helping organizations turn their project management capability into a *competitive advantage*

- * CEO/Consultant since Dec 2011
- * Agile Coaching/Adoption
- * Project Management/ Process Improvement Consulting and Training
- * Project Management Toolkits (for PMs, Executives and Agile Practitioners)
- * Board Member – SWMO PMI Chapter

My professional journey b/f RefineM



- * 20+ years of Successful Project Leadership
- * Led 100s of projects of all sizes, successfully
- * Recovered many projects, saved millions of \$
- * Implemented numerous process improvements
- * Coached/mentored 100s of PMs, and some executives

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Overview of PMI-ACP



- What is the PMI-ACP?
- Am I qualified to apply?
- How long is the test?
- What areas / methodologies are covered?
- What sources are used?

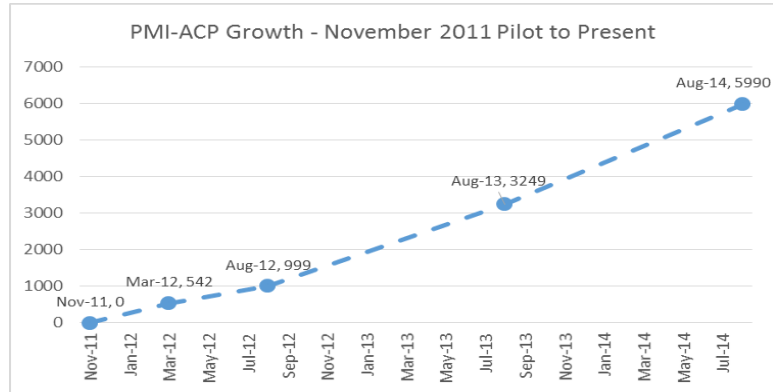
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Overview of PMI-ACP

* PMI Agile-Certified Practitioner (PMI-ACP)[®]

- ✓ First began in 2012
- ✓ Came in demand quickly



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Qualifications for PMI-ACP

Education	Experience	Contact Hours
Secondary degree (high school diploma or equivalent)	1,500 hours with Agile teams / methodologies over last 3 years	21 contact hours related to Agile
	AND	
	2,000 hours general project management over last five years (not overlapping with above) OR the PMP [®] certification,	

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Is the PMI-ACP Right for You?

* Goals:

- ✓ Demonstrate knowledge of a range of Agile topics
- ✓ Use Agile tools to manage projects
- ✓ Be able to work in Scrum or other methodologies

* Are you:

- ✓ Experienced in Agile projects?
- ✓ Experienced in Project Management?
- ✓ Working in any Agile methodology?
- ✓ Looking for a way to improve your skills and demonstrate your experience?

Then PMI-ACP is right for you

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More about the Exam?

* 120 Questions

- ✓ 100 Scored, 20 Pretest
- ✓ 50% Agile Tools and Techniques
- ✓ 50% Knowledge and Skills

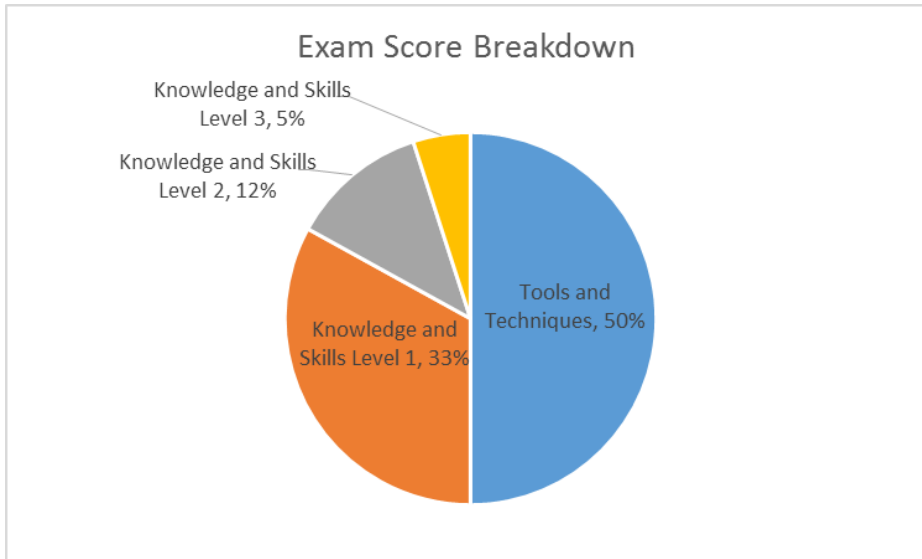
* Passing Score Not Known

* 3 Hours Allotted Time

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Exam Score Breakdown



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Tools & Techniques

- * Tools and Techniques (50%)
 - ✓ What you should be able to apply
 - ✓ Examples:
 - Product roadmap
 - Product backlog
 - User stories
 - Planning Poker
 - Minimum Marketable Feature (MMF)
 - Communications
 - Negotiation
 - Risk Management

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Knowledge and Skills

* Knowledge and Skills (50%)

- ✓ What you should know
 - Level 1: 33%-18 topics
 - Examples: Agile Manifesto, Incremental delivery, prioritization
 - Level 2: 12%-12 topics
 - Examples: Agile frameworks and terminology, building high-performance teams, participatory decision models
 - Level 3: 5%-13 topics
 - Examples: Agile contracts, Agile games, applying new Agile practices

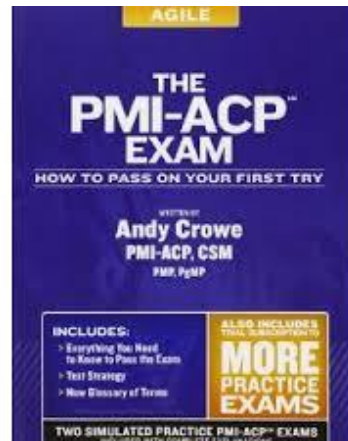
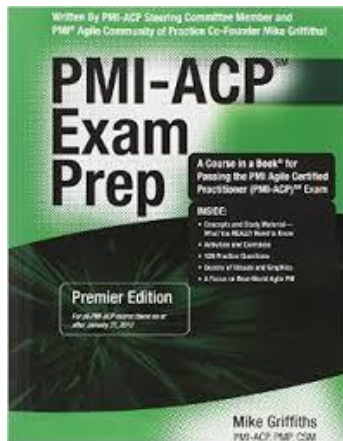


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You Can Memorize Those . . .

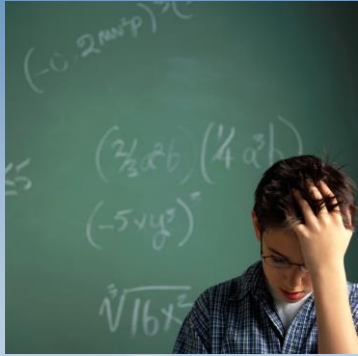
* Or use one of these:



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Tips for Study Plan



- Don't forget *PMBOK® Guide*
- Understand, don't just memorize
- Look for a study group
- Take practice exams
- Allow plenty of breaks

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Don't Forget *PMBOK® Guide*

- * *PMBOK® Guide* is also a valuable resource
 - ✓ Risk Management and Agile
 - ✓ Earned Value Management
 - ✓ Cost Management Techniques
 - ✓ Estimation Techniques

Some of these have been on the exam

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Understand, Don't Just Memorize

- * Too much material to strictly memorize
- * Apply concepts to experience
 - ✓ What tools and techniques have you used?
 - ✓ What skills do you already have?
 - ✓ Ask others for help with topics you don't know about



Connect what you know to what you don't know

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Look For a Study Group

- * Accountability
 - ✓ All in this together
- * Knowledge-sharing
 - ✓ More knowledge and experience to reinforce concepts
- * Networking
 - ✓ Get to know others using Agile in the area



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Take Practice Exams

- * [VersionOne](#)
 - ✓ Self-paced practice exam for \$29
- * [PMI-ACP Exam Prep: 1000+ PMI-ACP Practice Questions with Detailed Solutions by Tim Bagnall](#)
- * [Agileexams.com](#)
 - ✓ Paid subscription site, schedule mock tests

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Allow Plenty of Breaks

- * Can't take in all the material at once
 - ✓ Will be harder to recall it
- * 2-3 hours per day maximum
 - ✓ Any more and you get more stressed out
- * Plan days off
 - ✓ Need to get away from study and unwind



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Tips for the Exam



- Develop a “brain dump”
- Use time wisely
- Remember to be confident

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Develop a “Brain Dump”

- * List of items to put on your scrap paper before the test
 - ✓ What you know you have a good chance of forgetting
 - ✓ Anything that gives you trouble during study



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Brain Dump Candidates

- * ROI, NPV, IRR
- * WIP limits
- * Types of Agile Contracts
- * Agile Manifesto
- * Participatory decision models
- * Iteration and release planning
- * Innovation games
- * Time, budget, cost estimations
- * Failure modes and alternatives
- * Variance and trend analysis



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Use Time Wisely

- * Answer in rounds
 - ✓ First pass: No more than 30 seconds per question, then mark
 - ✓ Second pass: 2 minutes per marked question
 - ✓ Third pass: 2-5 minutes per marked question
 - ✓ Final pass: Take a guess (no penalty for guessing)
- * Leave some time for review



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Be Confident

* Maintain positive approach

- ✓ Smiling helps
- ✓ Taking a short break can help also
- ✓ Avoiding panic is key



You can do it! Good luck

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Other Resources



- Resources from Web
- Resources from PMI
- Resources from RefineM

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Resources from the Web

- * [Xp123.com](#) / Bill Wake
- * [Mike Cohn blog at Mountain Goat Software](#)
- * [Alistair Cockburn](#)
- * [Mariya Breyter](#), Agile coach with tips and tricks
- * Dan Tousignant, PMI-ACP and President of Cape Project Management: [free study guide](#)

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Resources from PMI

- * [PMI Agile Toolbox](#)
 - ✓ Learn about Agile concepts and read articles
- * [PMI Agile Community of Practice \(COP\)](#)
 - ✓ Connect with other Agile practitioners
- * [ACP Certification Home Page](#)
 - ✓ More on how to apply for and pass the exam

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Resources from RefineM

* RefineM's Free Knowledge Base

- ✓ Articles
- ✓ Templates
- ✓ Presentation slides

* Trainings/Classes

- ✓ PMI-ACP exam prep
- ✓ Other Agile Trainings



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More Learning Opportunities From RefineM

- * **PMI-ACP® Exam Prep – Aug 27-28, 2014 – 21 Hrs/PDUs**
 - ✓ Two full-day face-to-face sessions at eFactory (405 N. Jefferson, Springfield, MO)
 - ✓ Learn all about Agile to prepare for the PMI-ACP® exam
- * **MS Project 2010/2013 Basic – Sept 10-11, 2014 – 7 Hrs/PDUs**
 - ✓ Learn more about basics of Microsoft Project
 - ✓ Instructor-led online course, four hours each day
- * **PMP® Exam Prep – Oct 7-17, 2014 – 36 Hrs/PDUs**
 - ✓ Instructor-led online course, four hours a day for eight sessions (Oct. 7-10, 14-17)
 - ✓ Fully covers *PMBOK® Guide* with real-life project examples to prepare you for the exam

***We also offer customized trainings, On-site & Virtual
Topics include Agile, Project Management, Strategy, Leadership,
Process Improvement, and PMI Certifications.***



More info at <http://refinem.com/trainings/>

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September Lunch and Learn

* *PMP Tips and Tricks*

- ✓ What does it take to pass on the first try?
- ✓ Study Plan
- ✓ Test Preparation
- ✓ Realistic Timeline

* *Wednesday, September 3, 12:00-1:00 PM CST*

Register Today - Don't wait for the last Minute

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How to Claim 1 PDU for this Webinar?

- * PDU Category – B, Continuing Education
- * Program Title – Webinar on “PMI-ACP® Tips and Tricks”
- * Date Started – Today's date
- * Date Completed – Today's date
- * Hours Completed – 1.00
- * Provider
 - ✓ Name – RefineM
 - ✓ Phone # 417-414-9886
 - ✓ Email – nks@refinem.com
- * PDUs Claimed – 1.00

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Questions?



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