

PMP STUDY GUIDE in plain English



Jonathan Dornier



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PROJECT SELECTION		Formula	Explanation
1	Present Value	$\frac{FV}{(1 + r)^n}$	The result = amount of money to invest today (PV) for "n" years at r% interest in order to end up with the target sum (FV = Future Value). r = discount rate; n = valuation period in years; FV = Future Value. The bigger the better
2	Net Present Value	$NPV = PV_{\text{Benefits}} - PV_{\text{Costs}}$	NPV = Initial Investment less cumulative PV of all cash flows for "n" years NPV > 0: accept project NPV < 0: reject project
3	Payback Period		Length of time it takes the company to get back the initial cost of producing a product/service. The shorter the better the project IRR = Internal Rate of Return. IRR is the discount rate at which NPV is zero
4	IRR	$0 = \sum_{t=0}^n \frac{CF_t}{(1 + IRR)^t}$	
5	Benefit-Cost Ratio (BCR)	$\frac{\text{Revenue}}{\text{Costs}}$	It compares the Benefits (or Revenues) of a project to its Costs: BCR < 1: Benefits are less than Costs → reject project BCR > 1: Benefits are greater than Costs → approve/accept project
6	Return on Capital (ROC)	$\text{Net Income (After tax) from project} / \text{Total Capital invested in the project}$	It is a profitability ratio. It measures the return that an investment generates for capital contributors, i.e. bondholders and stockholders. Return on capital indicates how effective a company is at turning capital into profits
7	Economic Value Add Benefit Measurement (EVA)	$EVA = \text{Net Operating Profit After Tax} - \text{Cost of Capital} = (\text{Investment Capital} \times \% \text{ Cost of Capital})$	It is a profitability ratio used in finance and accounting. It measures the return that an investment generates for those who have provided capital, i.e. bondholders and stockholders. ROIC tells us how good a company is at turning capital into profits
8	Opportunity Cost	Value of the project not selected	The loss of potential gain from other alternatives when one alternative is chosen
9	Working Capital	Current Assets - Current Liabilities	It is the capital of a business that is used in its day-to-day operations, calculated as the current assets minus the current liabilities
10	Return on Investment (ROI)	$(\text{Gain from Investment} - \text{Cost of Investment}) / \text{Cost of Investment}$	It measures the gain or loss generated on an investment relative to the amount of money invested. ROI is usually expressed as a percentage and is used to compare a company's profitability or the efficiency of different investments
11	Discounted Cash Flow (DCF)	Cash Flow X Discount Factor	A discounted cash flow (DCF) is a valuation method used to estimate the attractiveness of an project investment opportunity
12	Depreciation	Straight-Line Depreciation	Depreciation expense = Asset Cost / Useful life Depreciation rate = 100 % / Useful life
		Double Declining Balance Method	Depreciation rate = 2 * (100% / Useful life) Depreciation expense = Depreciation rate * Book Value at Beginning of Year Book Value = Book Value at Beginning of Year - Depreciation Expense
		Sum-of-Years Digit Method	Sum of Digits = (Useful Life - 1) + (Useful Life - 2) + etc Depreciation rate = fraction of years left and sum of the digits (i.e. 4/15%)
13	Expected Monetary Value (EMV)	$EMV = \text{Probability} * \text{Impact in currency}$	

NETWORK DIAGRAM		
1	Critical Path	The combination of activities that, if any are delayed, will delay the project's finish ES: Early Start EF: Early Finish LS: Late Start LF: Late Finish
2	Total Float (or Slack)	Total Float (Slack): LS - ES Total Float is the length of time that the start of an activity can be delayed without delaying the finish-date of the project. Total Float can be >= 0
3	Free Float (or Slack)	Free Float (Slack): LF - EF → ES of following - ES of Present - Duration of Present The amount of time an activity can be delayed before delaying the Early Start of a successor activity
4	Project Slack	The amount of time a project can be delayed without affecting the required due date of the project
5	Negative Float	Amount of time an activity's Early Finish occurs after a subsequent activity's Early Start AD = EF - ES + 1 AD = LF - LS + 1 ES = EF + duration + 1 EF = ES + duration + 1 LS = LF of successor - 1 LF = LS of successor - 1
6	Activity Duration (AD)	
7	Crashing a Project	Crash least expensive tasks on critical path
8	Float on Critical Path	0 days



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Kim Heldman



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PMP Project Management Professional Exam Study Guide Kim Heldman, 2009-10-13 The much anticipated update to the highly acclaimed PMP study guide The Project Management Professional PMP certification is the most desired skill in today's IT marketplace and candidates are required to have thousands of hours of PM experience even before taking the PMP exam This fifth edition is completely updated for the newest exam and is the most comprehensive review guide on the shelf You'll benefit from the detailed discussions on a wide range of PMP topics concepts and key terms all of which cover the Project Management Process and Procedures A comprehensive study guide for the PMP certification exam that can also be used as a reference after the exam Each chapter covers a list of objectives followed by in depth discussions of those objectives Includes hands on real world scenarios to prepare you for the many situations you may face on the job Companion CD ROM features a test engine of practice questions electronic flashcards and two hours of audio Essential reading both before and after the PMP exam this study guide is also aimed at anyone studying for the new Certified Associate in Project Management CAPM program Note CD ROM DVD and other supplementary materials are not included as part of eBook file For Instructor Teaching supplements are available for this title CAPM PMP and Project Management Professional are registered marks of the Project Management Institute Inc *PMP Project Management Professional Exam Study Guide* Kim Heldman, Claudia M. Baca, Patti M. Jansen, 2007-07-30 Get the most comprehensive PMP Exam study package on the market Prepare for the demanding PMP certification exam with this Deluxe Edition of our PMP Project Management Professional Exam Study Guide Fourth Edition Featuring a bonus workbook with over 200 extra pages of exercises this edition also includes six practice exams over two hours of audio on CD to help you review additional coverage for the CAPM Certified Associate in Project Management exam and much more Full coverage of all exam objectives in a systematic approach so you can be confident you're getting the instruction you need for the exam Bonus workbook section with over 200 pages of exercises to help you master essential charting and diagramming skills Practical hands on exercises to reinforce critical skills Real world scenarios that put what you've learned in the context of actual job roles Challenging review questions in each chapter to prepare you for exam day Exam Essentials a key feature in each chapter that identifies critical areas you must become proficient in before taking the exam A handy tear card that maps every official exam objective to the corresponding chapter in the book so you can track your exam prep objective by objective On the accompanying CD you'll find Sybex test engine Test your knowledge with advanced testing software Includes all chapter review questions and bonus exams Electronic flashcards Reinforce your understanding with flashcards that can run on your PC Pocket PC or Palm handheld Audio instruction Fine tune your project management skills with more than two hours of audio instruction from author Kim Heldman Searchable and printable PDF of the entire book Now you can study anywhere any time and approach the exam with confidence **PMP: Project Management Professional Exam Study Guide** Kim Heldman, 2015-11-18 The ultimate PMP exam prep guide updated for

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