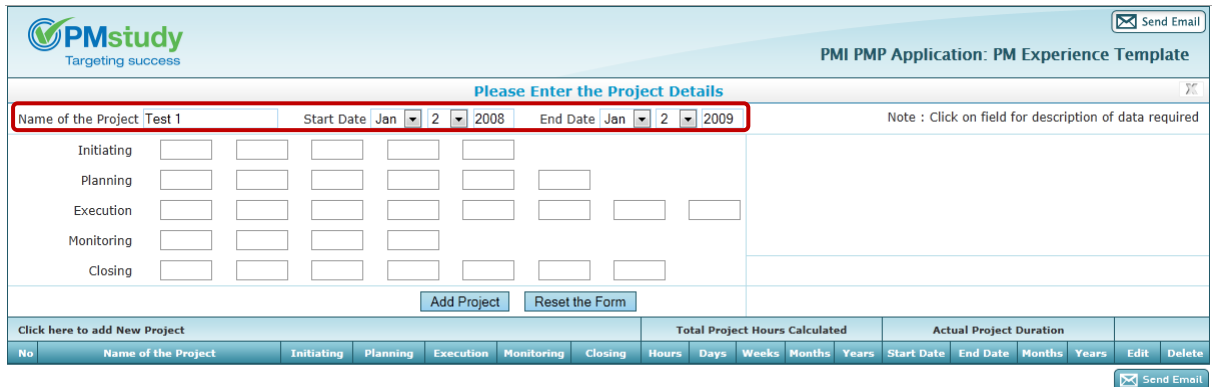


Help Document for Using PMstudy's Tool to Calculate Work Hours

Please enter the name, the start date, and the end date of the project in the allotted fields.



PMstudy Targeting success Send Email

PMI PMP Application: PM Experience Template

Please Enter the Project Details X

Name of the Project Start Date End Date Note : Click on field for description of data required

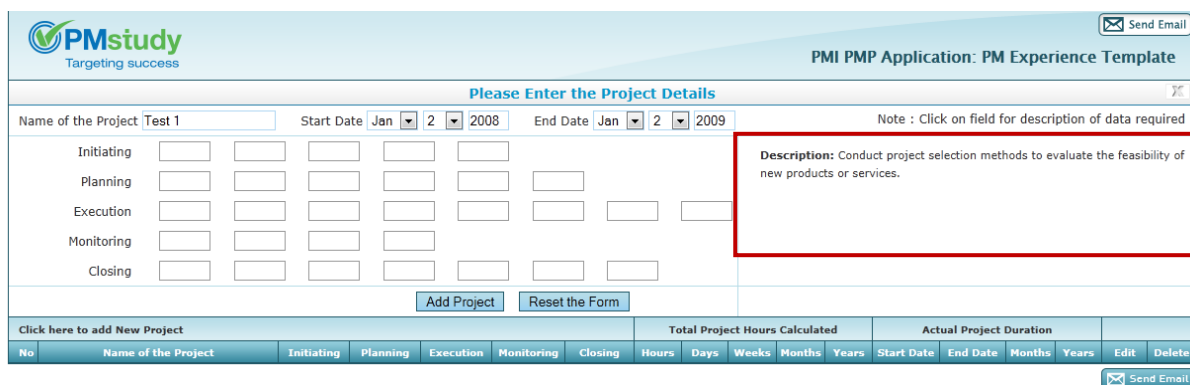
Initiating	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Planning	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Execution	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Monitoring	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Closing	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

[Click here to add New Project](#)

Total Project Hours Calculated							Actual Project Duration										
No	Name of the Project	Initiating	Planning	Execution	Monitoring	Closing	Hours	Days	Weeks	Months	Years	Start Date	End Date	Months	Years	Edit	Delete

Send Email

If you need details about a specific field, place the cursor on that field; you can read a description in the box that is highlighted in the screenshot below.



PMstudy Targeting success Send Email

PMI PMP Application: PM Experience Template

Please Enter the Project Details X

Name of the Project Start Date End Date Note : Click on field for description of data required

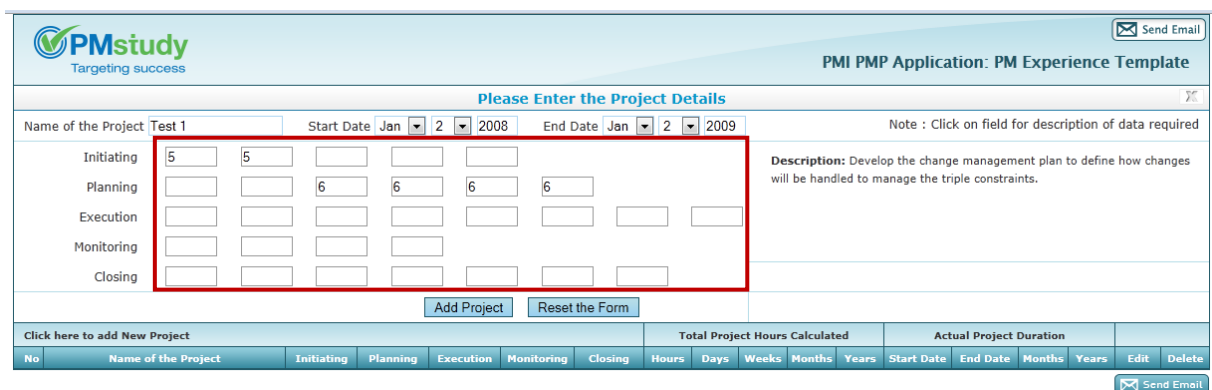
Initiating	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Planning	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Execution	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Monitoring	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Closing	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

[Click here to add New Project](#)

Total Project Hours Calculated							Actual Project Duration										
No	Name of the Project	Initiating	Planning	Execution	Monitoring	Closing	Hours	Days	Weeks	Months	Years	Start Date	End Date	Months	Years	Edit	Delete

Send Email

Specify the number of hours under each section of the processes - Initiating, Planning, Executing, Monitoring, and Closing. The sections (which are highlighted in the screenshot below) are the same and are in the same order as specified in the PMP application form.



PMstudy Targeting success Send Email

PMI PMP Application: PM Experience Template

Please Enter the Project Details X

Name of the Project Start Date End Date Note : Click on field for description of data required

Initiating	<input type="text" value="5"/>	<input type="text" value="5"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Planning	<input type="text"/>	<input type="text"/>	<input type="text" value="6"/>	<input type="text" value="6"/>	<input type="text" value="6"/>	<input type="text" value="6"/>	<input type="text"/>
Execution	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Monitoring	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Closing	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

[Click here to add New Project](#)

Total Project Hours Calculated							Actual Project Duration										
No	Name of the Project	Initiating	Planning	Execution	Monitoring	Closing	Hours	Days	Weeks	Months	Years	Start Date	End Date	Months	Years	Edit	Delete

Send Email

PMI PMP Application: PM Experience Template

Please Enter the Project Details

Name of the Project: Start Date: End Date: Note : Click on field for description of data required

Initiating:

Planning:

Execution:

Monitoring:

Closing:

[Add Project](#) [Reset the Form](#)

Click here to add New Project		Total Project Hours Calculated					Actual Project Duration				Edit	Delete			
No	Name of the Project	Initiating	Planning	Execution	Monitoring	Closing	Hours	Days	Weeks	Months	Years	Start Date	End Date	Months	Years
1	Test 1	10	24	0	0	0	34	4.25	0.85	0.21	0.02	1/2/2008	1/2/2009	12	1

Once you click on the 'Edit' symbol, you will see the following screen, which contains the details that were retrieved. The sections that were not filled in earlier will have the default value as '0'. If any change needs to be made, you can do so on this page. To save the changes made, click on the link 'Save Project'.

PMI PMP Application: PM Experience Template

Please Enter the Project Details

Name of the Project: Start Date: Jan 2 2008 End Date: Jan 2 2009 Note : Click on field for description of data required

Initiating:

Planning:

Execution:

Monitoring:

Closing:

[Save Project](#)

Click here to add New Project		Total Project Hours Calculated					Actual Project Duration				Edit	Delete			
No	Name of the Project	Initiating	Planning	Execution	Monitoring	Closing	Hours	Days	Weeks	Months	Years	Start Date	End Date	Months	Years
1	Test 1	10	24	0	0	0	34	4.25	0.85	0.21	0.02	1/2/2008	1/2/2009	12	1

You can also send the detailed worksheet to your email ID, which you can use for future reference. To send the worksheet to your email ID, click on the 'Send Email' tab.

PM PMP Application: PM Experience Template

Please Enter the Project Details

Name of the Project Start Date End Date Note : Click on field for description of data required

Initiating

Planning

Execution

Monitoring

Closing

Click here to add New Project							Total Project Hours Calculated					Actual Project Duration				Edit	Delete
No	Name of the Project	Initiating	Planning	Execution	Monitoring	Closing	Hours	Days	Weeks	Months	Years	Start Date	End Date	Months	Years		
1	Adam Hotzel	5	25	7	123	27	187	23.38	4.68	1.17	0.1	2/3/2010	2/3/2011	12	1		
							187	23.38	4.68	1.17	0.1			12	1		

Once you click on the 'Send Email' tab, you will be requested to enter your name and email ID. Please enter the required information. Then click on the 'Send Email' tab.

PM PMP Application: PM Experience Template

Please Enter the Project Details

Name of the Project Start Date End Date Note : Click on field for description of data required

Initiating

Planning

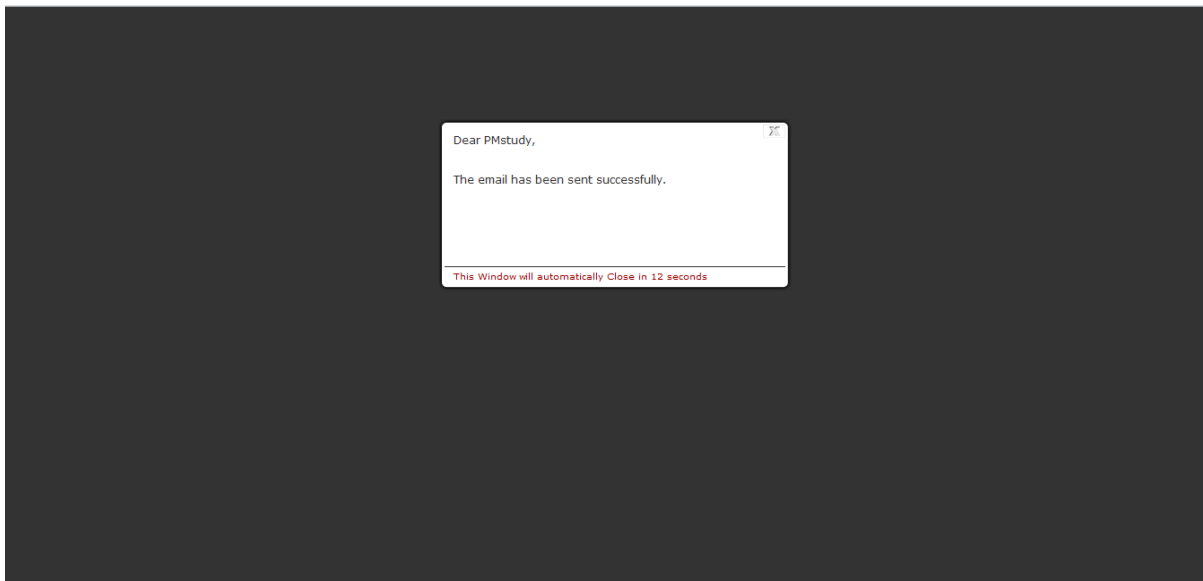
Execution

Monitoring

Closing

Click here to add New Project							Total Project Hours Calculated					Actual Project Duration				Edit	Delete
No	Name of the Project	Initiating	Planning	Execution	Monitoring	Closing	Hours	Days	Weeks	Months	Years	Start Date	End Date	Months	Years		
1	Adam Hotzel	5	25	7	123	27	187	23.38	4.68	1.17	0.1	2/3/2010	2/3/2011	12	1		
							187	23.38	4.68	1.17	0.1			12	1		

Once you click on the 'Send Email' tab, an email containing the work sheet will be sent to the email ID that you provided. You will receive a notification similar to the one in the screenshot below.



Eligibility Criteria for applying for the PMP[®], and CAPM[®] Certifications

The requirements for PMP[®] Certification are as given below:

- Work Experience :

For a person having a baccalaureate or equivalent university degree,

- Minimum of 4500 hours of personal project management experience

AND

- Minimum of 36 non-overlapping (unique) months of personal project management experience

For a person not having a baccalaureate or equivalent university degree, but who holds a high school diploma or equivalent secondary school credential,

- Minimum of 7500 hours of personal project management experience

AND

- Minimum of 60 non-overlapping (unique) months of personal project management experience

- Contact hours of Project Management Instruction : Minimum of 35 hours of specific instruction that addresses learning objectives in project management

Please note: The Contact Hours of Project Management Instruction can be provided by PMstudy since it is a PMI[®] approved Registered Education Provider (R.E.P.)

The requirements for PMP Certification are given in detail in the official PMI[®] website.



PMI, PMP, CAPM, PMBOK, PM Network and the PMI Registered Education Provider logo are registered trademarks of the Project Management Institute, Inc.