Question 1

A PM is working on a strategy to store records. Which of the following dements must be included in this plan? (Select TWO)

Options:

A- Data management

B- Issue management

C- Work breakdown structure

D- Document management

E- Communication management

F- Risk management

Answer:

A, D

Explanation:

A strategy to store records must include data management and document management as two essential elements. Data management is the process of ensuring that the data collected, stored, and used by the project is accurate, complete, consistent, secure, and accessible.Data management helps to maintain the quality and integrity of the project data and supports the analysis and reporting of the project outcomes1, p. 4

Document management is the process of creating, organizing, storing, retrieving, and disposing of project documents in a systematic and controlled way. Document management helps to ensure that the project documents are available, reliable, usable, and authentic throughout the project life cycle and beyond.Document management also helps to comply with the legal, regulatory, and organizational requirements for records retention and disposition2, p. 3

Question 2

Question Type: **MultipleChoice**

Which of the following BEST illustrates how team members with different roles should interact on the team?

Options:

A- SOW

B- WBS

C- RACI

D- PERT

Answer:

C

Explanation:

RACI is a tool that best illustrates how team members with different roles should interact on the team. RACI is an acronym that stands for responsible, accountable, consulted, and informed. RACI is a type of responsibility assignment matrix (RAM) that defines and clarifies the roles and responsibilities of each team member for each task or activity in a project.RACI can help to improve communication, collaboration, and accountability among team members and avoid confusion, duplication, or conflicts3

Question 3

Question Type: MultipleChoice

A key stakeholder recommends to a senior developer that a new feature be added. The new feature is not part of the current requirement documentation. Which of the following is MOST likely happening?

Options:

A- Scope creep

B- Collecting requirements

C- Decision-making

D- Project change

Answer:

A

Explanation:

Scope creep is most likely happening when a key stakeholder recommends to a senior developer that a new feature be added that is not part of the current requirement documentation. Scope creep is a term that refers to the uncontrolled expansion or change of a project's scope beyond its original boundaries or objectives. Scope creep can happen due to various reasons, such as changing customer demands, unclear or incomplete requirements, poor communication, lack of change control, or stakeholder interference.Scope creep can have negative impacts on a project, such as delays, cost overruns, quality issues, or reduced customer satisfaction12

Question 4

Question Type: **MultipleChoice**

During the project initiation phase, a project team has been identified. Which of the following is the NEXT step for the project manager?

Options:

A- Determine budget constraints.

B- Validate the business case.

C- Update the project charter.

D- Create a project schedule

Answer:

C

Explanation:

Update the project charter. Updating the project charter would be the next step for the project manager after identifying the project team during the project initiation phase. A project charter is a document that formally authorizes a project and defines its purpose, scope, objectives, deliverables, milestones, roles and responsibilities, assumptions, constraints, risks, budget, and timeline. A project charter can help to align the expectations and interests of all stakeholders involved in a project and provide direction and guidance for planning and executing the project.

Question 5

A project implementation partner and the project manager disagree about completed requirements. The project manager shows the project requirements as 70% complete. The implementation partner validates that all requirements were completed. Which of the following would clarify what the project implementation partner was contractually expected to complete?

Options:

A- SOW

B- RFI

C- RFQ

D- WBS

Answer:

A

Explanation:

The statement of work (SOW) would clarify what the project implementation partner was contractually expected to complete after disagreeing with the project manager about completed requirements. A SOW is a document that defines the scope, deliverables, schedule, and terms and conditions of a project or contract. A SOW typically includes information such as purpose, scope of work, location of work, period of performance, deliverables schedule, applicable standards, acceptance criteria, special requirements, and payment schedule. A SOW can help to establish a common understanding and agreement between the client and the service provider on what needs to be done and how it will be done.

Question 6

Question Type: **MultipleChoice**

A PM is working with stakeholders in the discovery phase and comparing the cost of the project to the cost savings the project will produce when it is complete. The output of this exercise will produce the:

Options:

A- ROI.

B- SOW.

C- RFI.

D- RPR

Answer:

A

Explanation:

The output of this exercise where the project manager is comparing the cost of the project to the cost savings the project will produce when it is complete will produce the return on investment (ROI). ROI is a financial metric that measures the profitability or efficiency of an investment by comparing its benefits or returns to its costs. ROI can help to evaluate the value or worth of a project and support decision making and prioritization. ROI is calculated by dividing the net benefits (benefits minus costs) by the total costs and multiplying by 100 to get a percentage.

Question 7

Question Type: MultipleChoice

Which of the following BEST identifies the intent and purpose of a project closeout report?

Options:

A- To provide documentation of lessons learned

B- To document variances from the initial project baseline

C- To validate that a project has been successfully completed

D- To release resources and terminate all access rights

Answer:

C

Explanation:

To validate that a project has been successfully completed. The intent and purpose of a project closeout report is to validate that a project has been successfully completed and to summarize the goals, objectives, and outcomes of the project, as well as the lessons learned and the feedback from stakeholders. A project closeout report is a document that is submitted at the end of a project to officially conclude it and release the resources and contracts involved.It is useful for evaluating the project's success and improving the performance of future projects12

Question 8

Question Type: MultipleChoice

A project manager has been informed that the delivery of required IT equipment will be delayed. Which of the following is the FIRST step the project manager should take?

Options:

A- Make an impact assessment.

B- Prepare a new purchase order.

C- Select a new vendor.

D- Create a risk register.

Answer:

A

Explanation:

The project manager should make an impact assessment after being informed that the delivery of required IT equipment will be delayed. An impact assessment is a process of analyzing and evaluating how a change or an issue may affect the scope, schedule, cost, quality, or risks of a project. An impact assessment can help to determine the severity and implications of the delay on the project objectives and deliverables and identify any possible alternatives or corrective actions to minimize or avoid its negative effects.

Question 9

A PM received feedback from the project sponsor that the resources involved in the project are unsure of their daily activities. Which of the following is the MOST effective step for the PM to take to ensure clarity within the team?

Options:

A- Create a list of tasks and share it with the team.

B- Resend the scope of work to the team.

C- Review the Gantt chart weekly with the team.

D- Have the project sponsor meet with the team.

Answer:

C

Explanation:

Reviewing the Gantt chart weekly with the team would be the most effective step for the project manager to take to ensure clarity within the team after receiving feedback from the project sponsor that the resources involved in the project are unsure of their daily activities. A

Gantt chart is a graphical tool that shows the schedule of a project, including the start and end dates, durations, dependencies, milestones, and progress of each task or activity. Reviewing the Gantt chart weekly with the team can help to clarify their roles and responsibilities, assign tasks and deadlines, track and report their status and performance, identify and resolve any issues or risks, and keep them aligned and engaged with the project goals.VVVVVVVVVVVVVV

Question 10

Question Type: MultipleChoice

Which of the following would be the NEXT document a project manager should update once the need to procure goods and/or services is identified?

Options:

A- Memorandum of understanding

A- Request for information

B- Statement of work

D- Non-disclosure agreement

Answer:

B

Explanation:

The statement of work (SOW) would be the next document that a project manager should update once the need to procure goods and/or services is identified. A SOW is a document that defines the scope, deliverables, schedule, and terms and conditions of a project or contract. A SOW typically includes information such as purpose, scope of work, location of work, period of performance, deliverables schedule, applicable standards, acceptance criteria, special requirements, and payment schedule. A SOW can help to establish a common understanding and agreement between the client and the service provider on what needs to be done and how it will be done.

Question 11

Question Type: MultipleChoice

Which of the following software programs would be BEST to use lo store information related to business transactions?

Options:

A- Record management system

B- Customer relationship management

C- Enterprise resource planning

D- Content management system

Answer:

B

Explanation:

Customer relationship management (CRM) software would be the best to use to store information related to business transactions. CRM software is a type of software that helps businesses manage their interactions and relationships with current and potential customers. CRM software can store and organize information such as customer contact details, purchase history, preferences, feedback, complaints, etc.CRM software can help businesses improve customer service, satisfaction, loyalty, retention, and revenue1

Question 12

Question Type: **MultipleChoice**

Which of the following requires the MOST availability from the business team?

Options:

A- SDLC

B- Scrum

C- PRINCE2

D- Waterfall

Answer:

B

Explanation:

Scrum requires the most availability from the business team among the given options. Scrum is a popular agile framework that organizes work into short iterations called sprints, usually lasting one to four weeks. Scrum emphasizes collaboration between teams, customers, and stakeholders and encourages open communication and transparency throughout the project lifecycle. Scrum requires frequent involvement and feedback from the business team through activities such as product backlog refinement, sprint planning, sprint review, sprint retrospective, and daily scrum meetings.