

# PROJECT MANAGEMENT CONCEPTS (75)

—OPEN EVENT—

REGIONAL 2013

DO NOT WRITE ON TEST BOOKLET

**TOTAL POINTS** \_\_\_\_\_ (500)

***Failure to adhere to any of the following rules will result in disqualification:***

- 1. Contestant must hand in this test booklet and all printouts. Failure to do so will result in disqualification.***
- 2. No equipment, supplies, or materials other than those specified for this event are allowed in the testing area. No previous BPA tests and/or sample tests or facsimile (handwritten, photocopied, or keyed) are allowed in the testing area.***
- 3. Electronic devices will be monitored according to ACT standards.***

Property of Business Professionals of America.  
May be reproduced only for use in the Business Professionals of America  
*Workplace Skills Assessment Program* competition.

**PROJECT MANAGEMENT CONCEPTS  
REGIONAL 2013  
PAGE 2 of 6**

1. The \_\_\_\_\_ is the promoter of the project's direction and is responsible for funding the project.
  - a. sponsor
  - b. leader
  - c. manager
  - d. director
  
2. Scope, time, and cost limitations are referred to as the \_\_\_\_\_.
  - a. double bind
  - b. triple project limitation
  - c. triple constraint
  - d. double obstacle
  
3. All people involved in or affected by project are referred to as \_\_\_\_\_.
  - a. managers
  - b. shareholders
  - c. directors
  - d. stakeholders
  
4. Ensuring a project will satisfy its stated or implied needs is project \_\_\_\_ management.
  - a. cost
  - b. time
  - c. quality
  - d. scope
  
5. Making effective use of the people involved with the project is Project \_\_\_\_\_ management.
  - a. communications
  - b. risk
  - c. human resource
  - d. procurement
  
6. Project \_\_\_\_ management involves generating, collecting, disseminating, and storing project information.
  - a. organization
  - b. procurement
  - c. resource
  - d. communications
  
7. The abilities to communicate and successfully relate to other people are referred to as \_\_\_\_\_.
  - a. capital skills
  - b. soft skills
  - c. light skills
  - d. hard skills
  
8. The \_\_\_\_\_ is a standard format for displaying project schedule information by listing project activities and their corresponding start and finish dates in a calendar format.
  - a. pie chart
  - b. Gantt chart
  - c. bar graph
  - d. calendar
  
9. The critical path in a network diagram determines the \_\_\_\_\_ completion of a project.
  - a. longest
  - b. earliest
  - c. latest
  - d. vital
  
10. The complete view of carrying out projects within the context of the organization is \_\_\_\_\_.
  - a. Systems philosophy
  - b. Systems thinking
  - c. Systems analysis
  - d. Systems approach
  
11. The hierarchy represented by a traditional organizational chart is a \_\_\_\_\_.
  - a. project organizational structure
  - b. system organizational structure
  - c. matrix organizational structure
  - d. functional organizational structure
  
12. In a pure \_\_\_\_\_, Project managers have the least amount of authority
  - a. matrix organizational structure
  - b. project organizational structure
  - c. functional organizational structure
  - d. circular organizational structure
  
13. All the project phases are referred to as the \_\_\_\_\_.
  - a. project acquisition
  - b. project feasibility
  - c. project planning cycle
  - d. project life cycle

**PROJECT MANAGEMENT CONCEPTS  
REGIONAL 2013  
PAGE 3 of 6**

14. An overview of the work involved in a project is created in the \_\_\_\_\_ phase.
  - a. concept
  - b. development
  - c. implementation
  - d. close-out
15. The \_\_\_\_ phase is characterized by more detailed project plans, and a more thorough WBS.
  - a. close-out
  - b. implementation
  - c. concept
  - d. development
16. The \_\_\_\_ phase is characterized by a definitive or very accurate cost estimate and delivery of the required work.
  - a. implementation
  - b. closing
  - c. concept
  - d. development
17. There are \_\_\_\_ project management process groups.
  - a. three
  - b. eight
  - c. five
  - d. ten
18. Defining and authorizing a project or project phase is done in \_\_\_\_\_.
  - a. Initiating processes
  - b. Planning processes
  - c. Executing processes
  - d. Monitoring and controlling processes
19. Acquiring and developing the project team, performing quality assurance, distributing information, managing stakeholder expectations, and conducting procurements are \_\_\_\_\_.
  - a. executing processes
  - b. monitoring and controlling processes
  - c. planning processes
  - d. initiating processes
20. Reporting performance occurs as part of the \_\_\_\_\_.
  - a. executing process
  - b. planning process
  - c. monitoring and controlling process
  - d. closing process
21. The official recognition of a new project occurs in the \_\_\_\_\_ phase.
  - a. controlling
  - b. planning
  - c. opening
  - d. initiating
22. \_\_\_\_ is crucial in information technology projects because once a project team implements a new system, it takes a considerable amount of effort to change the system.
  - a. Initiating
  - b. Planning
  - c. Executing
  - d. Closing
23. Developing project charters occurs in the \_\_\_\_\_ phase.
  - a. executing
  - b. planning
  - c. initiating
  - d. monitoring and controlling
24. Scope verification and scope control occurs belongs to the \_\_\_\_\_ process group.
  - a. initiating
  - b. planning
  - c. executing
  - d. monitoring and controlling
25. Project time management knowledge area maps to the \_\_\_\_ process group through the activity of schedule control.
  - a. initiating
  - b. planning
  - c. executing
  - d. monitoring and controlling

**PROJECT MANAGEMENT CONCEPTS  
REGIONAL 2013  
PAGE 4 of 6**

26. \_\_\_\_ is a planning process falling under the Project Integration Management knowledge area.
- a. Schedule development
  - b. Develop project management plan
  - c. Create WBS
  - d. Quality planning
27. \_\_\_\_ is a planning process falling under the Project Scope Management knowledge area.
- a. Schedule development
  - b. Develop project management plan
  - c. Create WBS
  - d. Quality planning
28. \_\_\_\_ is a monitoring and controlling process.
- a. Develop project team
  - b. Request seller responses
  - c. Risk response planning
  - d. Integrated change control
29. The project cost management knowledge area maps to the \_\_\_\_ process group through the activities of estimating costs and budget determination.
- a. initiating
  - b. planning
  - c. executing
  - d. monitoring and controlling
30. The project communications management knowledge area maps to the \_\_\_\_ process group through the activity of information distribution.
- a. initiating
  - b. planning
  - c. executing
  - d. monitoring and controlling
31. The project procurement management knowledge area maps to the \_\_\_\_ process group through the activity of administering procurements.
- a. initiating
  - b. planning
  - c. executing
  - d. monitoring and controlling
32. The project procurement management knowledge area maps to the \_\_\_\_ process group through the activities conducting procurements.
- a. initiating
  - b. planning
  - c. executing
  - d. monitoring and controlling
33. A \_\_\_\_ includes details about the project stakeholders.
- a. stakeholder register
  - b. stakeholder list
  - c. stakeholder directory
  - d. stakeholder contact list
34. The \_\_\_\_ is held at the beginning of a project so that stakeholders can meet each other, review the goals of the project, and discuss future plans.
- a. kick-off party
  - b. launch meeting
  - c. kick-off meeting
  - d. project launch meeting
35. The \_\_\_\_ is used for creating the project schedule and performing earned value management.
- a. project cost schedule
  - b. project team analysis
  - c. WBS
  - d. project tool
36. The \_\_\_\_ process indicates customer acceptance of the final products and/or services.
- a. ending
  - b. closing
  - c. developing
  - d. completing

**PROJECT MANAGEMENT CONCEPTS  
REGIONAL 2013  
PAGE 5 of 6**

37. \_\_\_\_\_ is the document that formally authorizes a project.
- The project charter
  - The project scope statement
  - The project management plan
  - The Director Summary Report
38. Change requests, status updates, project management plan updates, and project document updates are part of \_\_\_\_\_.
- monitoring and controlling the project work
  - closing the project
  - developing the project management plan
  - performing integrated change control
39. SWOT (Strengths, Weaknesses, Opportunities, and Threats) analysis are used in \_\_\_\_\_.
- project initiation
  - project planning
  - strategic planning
  - strategic initiation
40. Organizations define project scope, benefits, and constraints for information technology projects in the \_\_\_\_\_ stage.
- Project Planning
  - Business Area Analysis
  - Resource Allocation
  - Information Technology Strategy Planning
41. The \_\_\_\_\_ stage is when technology projects are selected.
- Project Planning
  - Business Area Analysis
  - Resource Allocation
  - Information Technology Strategy Planning
42. A(n) \_\_\_\_\_ is the product produced as part of a project.
- end-product
  - scope
  - deliverable
  - outcome
43. A current \_\_\_\_\_ is necessary for developing and confirming a common acceptance of the project scope.
- scope management plan
  - project scope statement
  - WBS
  - decomposition
44. \_\_\_\_\_ defines the total scope of the project.
- A project charter
  - A business case
  - A project scope statement
  - A work breakdown structure
45. The particular activities that the project team members and stakeholders must perform to produce the project deliverables are \_\_\_\_\_.
- defining activities
  - sequencing activities
  - estimating activity resources
  - estimating activity durations
46. \_\_\_\_\_ show start and finish dates in a calendar format.
- Gantt charts
  - Critical path analysis
  - Critical chain scheduling
  - PERT analysis

**PROJECT MANAGEMENT CONCEPTS  
REGIONAL 2013  
PAGE 6 of 6**

47. \_\_\_\_ estimates total project duration.
- a. A Gantt chart
  - b. Critical path analysis
  - c. Critical chain scheduling
  - d. PERT analysis
48. \_\_\_\_ is also known as schedule compression.
- a. Crushing
  - b. Crashing
  - c. Fast tracking
  - d. Expediting
49. \_\_\_\_ is necessary to ensure that a project team completes a project within an approved budget.
- a. Cost budgeting
  - b. Cost estimating
  - c. Cost control
  - d. Project cost management
50. \_\_\_\_ can easily measure in dollars.
- a. Intangible costs
  - b. Direct costs
  - c. Tangible costs
  - d. Indirect costs