



Certaining

Be Certain.



Certaining Project Management Foundation

Exam Code- CPMF™

Table of Contents

Introduction.....	2
Core Competencies.....	2
Suitable Professionals for the CPMF Certification.....	2
Exam Information.....	3
EXAMINATION DOMAINS & WEIGHTAGE.....	3
1. PROJECT MANAGEMENT FUNDAMENTALS.....	4
2. PROJECT PLANNING & EXECUTION.....	5
3. AGILE & ADAPTIVE APPROACHES.....	6
4. STAKEHOLDER & TEAM MANAGEMENT.....	7
5. TOOLS, GOVERNANCE & PROFESSIONAL PRACTICE.....	8

Introduction

CPMF represents the first step for professionals looking to strengthen their project management skills. The certification introduces the concepts, procedures, and terminology of a standard allocation of projects. The syllabus includes both predictive and adaptive methodologies, such that one is qualified for working in traditional as well as Agile environments.

This certification is about the real-world learning experience. In addition to just learning, you will actually be doing the process of starting projects, creating plans that are easier to understand, and tracking the progress. CPMF tests communication, stakeholder engagement, and governance, which are the pillars that support and make it possible to have a successful outcome of your work. Besides, you will be given an opportunity to familiarize yourself with the instruments and forms that are contributing to the reduction of risks and the improvement of standardization.

With CPMF, you can handle any project in terms of size and complexity. Moreover, it works on your strengths. Being a member of a group, you become better at task allocation, and thus you develop the capability to advance the organization you work for. It is the basis for the journey to the next level of higher qualifications, such as CPMP and CPME.

Core Competencies

- Understand project lifecycles, roles, and governance methods.
- Learn to plan, schedule, allocate resources, and monitor progress.
- Apply stakeholder, communication, and risk frameworks for consistent delivery.
- Build familiarity with PMI, PRINCE2, and Agile principles.

Suitable Professionals for the CPMF Certification

- **Early-career professionals** aiming to learn structured delivery
- **Managers** and **coordinators** entering project roles
- **Recent graduates** moving toward PM careers
- **Team leads** seeking credibility with foundational PM knowledge

Exam Information

Field	Details
Exam Code	CPMF
Delivery Mode	Online proctored/ authorized test center
Exam Format	Multiple-choice and multiple-response questions
No. of Questions	150
Written Duration	180 minutes (3 hours)
Passing Score	700/1000
Language	English
Validity	Lifetime

EXAMINATION DOMAINS & WEIGHTAGE

S.No.	Domain	Weightage
1.	Project Management Fundamentals	25%
2.	Project Planning & Execution	30%
3.	Agile & Adaptive Approaches	20%
4.	Stakeholder & Team Management	15%
5.	Tools, Governance & Professional Practice	10%

1. PROJECT MANAGEMENT FUNDAMENTALS

This domain provides a foundational understanding of project management principles, processes, and best practices. Candidates explore project fundamentals, including objectives, scope, and stakeholder engagement, and learn how projects align with an organization's context and strategy. The course covers project life cycles, from initiation through planning, execution, monitoring, and closure, highlighting governance structures and decision-making frameworks. Learners study essential project documents, such as charters, plans, and reports, and understand their role in maintaining clarity, accountability, and traceability. Emphasis is placed on professional responsibility, ethical considerations, and stakeholder communication. Additionally, participants learn to evaluate project value and benefits, ensuring outcomes deliver tangible business results while fostering effective project delivery and organizational success.

- 1.1. Project Fundamentals**
- 1.2. Project Life Cycles**
- 1.3. Organizational Context**
- 1.4. Project Governance**
- 1.5. Key Project Documents**
- 1.6. Professional Responsibility**
- 1.7. Project Value and Benefits**

2. PROJECT PLANNING & EXECUTION

This domain focuses on the essential skills and processes required to plan, execute, and deliver successful projects. Candidates learn scope management to define objectives and deliverables clearly, alongside schedule and cost management to ensure timely and budget-compliant execution. The course covers quality, resource, risk, and issue management, providing tools to monitor performance and mitigate potential challenges. Participants also study project integration and change management, coordinating activities across teams and adapting to evolving requirements. Additional focus areas include project monitoring and control, as well as procurement management to acquire necessary goods and services effectively. By mastering these concepts, learners gain the capability to execute projects efficiently, optimize resources, and achieve organizational goals while maintaining high-quality standards.

- 2.1. Project Scope Management**
- 2.2. Project Schedule Management**
- 2.3. Project Cost Management**
- 2.4. Project Quality Management**
- 2.5. Project Resource Management**
- 2.6. Project Risk Management**
- 2.7. Project Issue Management**
- 2.8. Project Integration and Change Management**
- 2.9. Project Monitoring and Control**
- 2.10. Project Procurement Management**

3. AGILE & ADAPTIVE APPROACHES

This domain introduces candidates to Agile methodologies and adaptive project management practices that enhance flexibility and responsiveness. Learners explore Agile principles and mindset, differentiating predictive (waterfall) and adaptive approaches to project delivery. The course covers popular frameworks such as Scrum, Kanban, and Lean, focusing on iterative planning, execution, and continuous improvement. Participants learn to manage user stories, product backlogs, and iteration cycles, while tracking progress using Agile metrics. Emphasis is placed on tailoring approaches to organizational needs, including hybrid frameworks that combine predictive and adaptive practices. By mastering these concepts, learners gain the ability to implement Agile practices effectively, foster collaboration, and deliver high-value outcomes in dynamic project environments.

- 3.1. Agile Principles and Mindset**
- 3.2. Predictive vs. Adaptive Approaches**
- 3.3. Scrum Framework**
- 3.4. Kanban Method**
- 3.5. Lean Principles**
- 3.6. User Stories and Requirements**
- 3.7. Product Backlog Management**
- 3.8. Iteration Planning and Execution**
- 3.9. Agile Metrics and Tracking**
- 3.10. Hybrid and Tailored Approaches**

4. STAKEHOLDER & TEAM MANAGEMENT

This domain equips candidates with the skills to effectively manage stakeholders and lead high-performing teams in project environments. Learners explore stakeholder identification, analysis, and engagement, alongside strategies for communication management, conflict resolution, and negotiation. The course emphasizes change management and techniques for building, developing, and motivating teams. Participants study team roles and responsibilities, leadership approaches, and methods to enhance engagement and collaboration, including in virtual and distributed teams. Diversity, equity, and inclusion principles are integrated to foster inclusive work environments. By mastering these concepts, candidates can navigate complex stakeholder relationships, lead teams effectively, and create a culture of accountability, collaboration, and high performance to drive successful project outcomes.

- 4.1. Stakeholder Identification and Analysis**
- 4.2. Stakeholder Engagement**
- 4.3. Communication Management**
- 4.4. Conflict Management and Negotiation**
- 4.5. Change Management**
- 4.6. Team Building and Development**
- 4.7. Team Roles and Responsibilities**
- 4.8. Leadership and Management**
- 4.9. Motivation and Engagement**
- 4.10. Virtual and Distributed Teams**
- 4.11. Diversity, Equity, and Inclusion**

5. TOOLS, GOVERNANCE & PROFESSIONAL PRACTICE

This domain focuses on the tools, frameworks, and professional practices that enable effective project management. Candidates explore project management tools and technology for planning, tracking, and reporting, alongside principles of organizational governance to ensure accountability and alignment with strategic objectives. The course covers compliance and regulatory requirements, information security, and privacy considerations, emphasizing adherence to legal and ethical standards. Learners also study professional ethics and conduct, as well as sustainability and ESG (Environmental, Social, Governance) principles for responsible project delivery. Additionally, emerging technologies, industry trends, and continuing professional development are highlighted to ensure ongoing competency and adaptability. By mastering these concepts, candidates are prepared to manage projects professionally, ethically, and in alignment with organizational and societal expectations.

- 5.1. Project Management Tools and Technology**
- 5.2. Organizational Governance**
- 5.3. Compliance and Regulatory Requirements**
- 5.4. Information Security and Privacy**
- 5.5. Professional Ethics and Conduct**
- 5.6. Sustainability and ESG**
- 5.7. Emerging Technologies and Trends**
- 5.8. Continuing Professional Development**