



# APMP Foundation Certification

## Preparation and Exam

This course trains students for the refreshed Foundation exam based on the APMP Body of Knowledge (BoK). The competencies are classified into five groups: sales orientation, information research and management, planning development, and management. The course explains best practices for implementing the competencies and provides constructive exercises and practice test questions.

### Exam content:

The exam is a 1-hour multiple choice, pass-fail, open book exam with 75 questions.

### Seminar schedule:

| Time  | Activity                     |
|-------|------------------------------|
| 7:30  | Registration and breakfast   |
| 8:00  | Introductions and background |
| 8:15  | Exam preparation             |
| 10:00 | BREAK                        |
| 10:15 | Exam preparation             |
| 12:00 | LUNCH                        |
| 1:00  | Exam preparation and review  |
| 3:00  | Exam                         |
| 4:00  | Grading                      |
| 4:30  | Results                      |

### More Information:

To read more about the Foundation Certification at the APMP website, click [here](#).

## Instructors:

### Lisa Pafe



Lisa Pafe teaches our Proposal Review seminar, Proposal Writing class, GWAC/IDIQ class, and APMP Foundation Certification class. She brings 25 years' experience in management consulting, marketing, business development, project management, and proposal management. Her experience also encompasses project management, business process improvement, and organizational change management. She is a Project Management Institute (PMI) certified Project Management Professional (PMP) and an APMP Fellow with Professional-level certification (CPP APMP). She is a trained Internal Auditor for ISO 9001:2008. She holds a Masters of Information Systems from The George Washington University School of Business and a Masters of Public Policy from Harvard University. Lisa has managed hundreds of winning government proposals and brings extensive experience in all aspects of business capture and proposal operations.

Lisa is the 2016 APMP National Capital Area (NCA) Chapter President and previously served as Vice President and Chair of NCA's Speaker Series Planning Committee.

### Brenda Crist



Brenda Crist teaches the Winning Business for Federal Contract Project Managers class, Proposal Writing, and APMP Foundation Certification classes. As a consultant she serves as a senior capture and proposal manager. She helps clients work with their staff and partners to create winning, well-written proposal solutions. She offers hands-on experience from leading and conducting systems and network management projects for many civilian and military clients.

Brenda stays current with the latest procurements, their requirements, and industry best practices. Brenda served as the 2010 President and formerly as 2009 Vice President and Professional Day Chairperson for the APMP-NCA Chapter. She has been an active member of APMP-NCA since 2003, serving as Professional Day Chair of Publicity, Speakers Program, and Chairperson for the 2006, 2007, and 2008 events, respectively. Brenda was inducted as an APMP Fellow in June 2011 and also received the Steven S. Myers Award for 2011 APMP Chapter Chair of the Year.