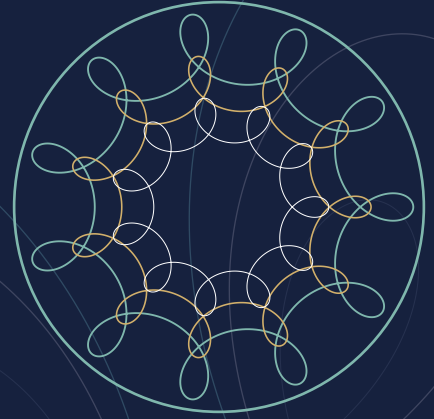


International Institute of Applied AI Technology



Course guide for AI-PMP

Certified AI Project Management Professional

Plan, estimate, govern and deliver projects with machine learning or generative AI components, where scope depends on experiments and the product keeps changing after go-live.

About this guide

Plan, estimate, govern and deliver projects with machine learning or generative AI components, where scope depends on experiments and the product keeps changing after go-live.

This guide sets out what the AI-PMP examination covers and how to prepare for it. It assumes you already practice project management, and concentrates on what changes when AI is part of the work.

How to use it

Work through the modules in order. Each one sets out the ideas, lists the topics the exam can test, and ends with an exercise. Do the exercises on your own projects where you can: the exam questions are written around the same situations.

Who it is for	Project and program managers, delivery leads and PMO staff responsible for AI or data-heavy projects.
Recommended experience	Three years leading projects, or a recognized project management qualification.
Study time	About 32 hours
Exam	12 multiple-choice questions in 30 minutes, online. Pass mark 9 correct.
Certification	Valid for 3 years, with a printable certificate and a verifiable credential number.

Learning outcomes

When you have completed this program you will be able to:

- Structure an AI project in stages with go and no-go gates tied to evidence
- Estimate work whose outcome depends on experiments and data quality
- Build a risk register that covers model, data and ethical risk
- Run hybrid delivery that combines plan-driven and iterative work
- Govern vendors and foundation-model services
- Hand over a live model with monitoring, ownership and retraining in place



Contents

Module 1. How AI projects differ

Module 2. Staged planning and evidence gates

Module 3. Estimating under uncertainty

Module 4. Risk, quality and ethics

Module 5. Teams, vendors and foundation models

Module 6. Transition to operations

Preparing for the exam



Module 1

How AI projects differ

Uncertainty sits in the middle of the project, not at the start. The plan must allow for the model not reaching the target.

Topics covered

- The AI project lifecycle from discovery to operation
- Experiment-driven scope
- Why 'done' includes monitoring
- Typical failure points and their early signs

Exercise

Map a past project of yours onto the AI lifecycle and mark where an evidence gate would have changed a decision.

Self-check

Before moving on, check that you can explain each topic above to a colleague in two or three sentences, and say how it would apply on a project you know.

Your notes



Module 2

Staged planning and evidence gates

Breaking work into feasibility, proof of value, pilot and scale, each with a pass condition agreed with the sponsor in advance.

Topics covered

- Defining pass conditions for each stage
- Time-boxing experiments
- Kill criteria and how to present them
- Benefits tracking from the first stage

Exercise

Write the gate criteria for moving a chatbot from proof of value to pilot.

Self-check

Before moving on, check that you can explain each topic above to a colleague in two or three sentences, and say how it would apply on a project you know.

Your notes



Module 3

Estimating under uncertainty

Ranges, reference classes and option budgets in place of single-point estimates.

Topics covered

- Three-point and range estimates
- Reference-class forecasting
- Budgeting for data preparation and labeling
- Compute and inference cost estimates

Exercise

Produce a range estimate for a document-extraction project and state the two assumptions that move it most.

Self-check

Before moving on, check that you can explain each topic above to a colleague in two or three sentences, and say how it would apply on a project you know.

Your notes



Module 4

Risk, quality and ethics

A risk register that covers data, model performance, drift, security, regulation and reputation, with owners and triggers.

Topics covered

- Model and data risk categories
- Quality planning with evaluation sets
- Regulatory awareness and impact assessments
- Incident response for model failure

Exercise

Add five AI-specific risks with triggers and responses to a project risk register.

Self-check

Before moving on, check that you can explain each topic above to a colleague in two or three sentences, and say how it would apply on a project you know.

Your notes



Module 5

Teams, vendors and foundation models

Who you need, what to buy and how to contract for services whose behavior can change without notice.

Topics covered

- Roles: data engineer, ML engineer, domain reviewer, product owner
- Build, buy or adapt decisions
- Contract terms for model services: data use, versioning, exit
- Managing hybrid agile and waterfall teams

Exercise

Draft five questions to put to a vendor of a hosted language model before contract.

Self-check

Before moving on, check that you can explain each topic above to a colleague in two or three sentences, and say how it would apply on a project you know.

Your notes



Module 6

Transition to operations

A model in production needs an owner, monitoring, a retraining plan and a budget. The project is not closed until these exist.

Topics covered

- Operational acceptance and runbooks
- Monitoring for drift and performance
- Ownership and RACI after handover
- Lessons learned and benefits realization

Exercise

Write the handover checklist you would require before closing an AI project.

Self-check

Before moving on, check that you can explain each topic above to a colleague in two or three sentences, and say how it would apply on a project you know.

Your notes



Preparing for the exam

The AI-PMP exam has 12 multiple-choice questions drawn at random from every module. You have 30 minutes and need 9 correct answers to pass.

Before you start

- Finish every module's exercise. Most questions describe a situation and ask what a practitioner should do.
- Re-read the module summaries: they state the main idea each question is built on.
- Set aside uninterrupted time. The timer keeps running if you leave the page.
- Have this guide to hand. The exam is open book, but you will not have time to look up every answer.

Taking the exam

Log in to your account on the Institute's website and choose Take the exam. Check that your name is shown exactly as it should appear on your certificate. Your result is shown as soon as you submit, and if you pass, your certificate and credential number are issued straight away.

If you don't pass, you can try again after 24 hours. Each attempt draws a different set of questions.

