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# COMPTIA PK0-004

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**CompTIA Project+ Certification Questions & Answers**

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Exam Summary – Syllabus – Questions

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**PK0-004**

**[CompTIA Project+](#)**

**95 Questions Exam - 710/900 Cut Score - Duration of 90 minutes**

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## Know Your PK0-004 Certification Well:

The PK0-004 is best suitable for candidates who want to gain knowledge in the CompTIA Project Management. Before you start your PK0-004 preparation you may struggle to get all the crucial Project+ materials like PK0-004 syllabus, sample questions, study guide.

But don't worry the PK0-004 PDF is here to help you prepare in a stress free manner.

The PDF is a combination of all your queries like-

- What is in the PK0-004 syllabus?
- How many questions are there in the PK0-004 exam?
- Which Practice test would help me to pass the PK0-004 exam at the first attempt?

Passing the PK0-004 exam makes you CompTIA Project+. Having the Project+ certification opens multiple opportunities for you. You can grab a new job, get a higher salary or simply get recognition within your current organization.

## CompTIA PK0-004 Project+ Certification Details:

Exam Name	CompTIA Project+
Exam Code	PK0-004
Exam Price	\$338 (USD)
Duration	90 mins
Number of Questions	95
Passing Score	710 / 900
Schedule Exam	<a href="#">CompTIA Marketplace</a>
Sample Questions	<a href="#">CompTIA Project+ Sample Questions</a>
Practice Exam	<a href="#">CompTIA PK0-004 Certification Practice Exam</a>

## PK0-004 Syllabus:

Topic	Details
<b>Project Basics - 36%</b>	
Summarize the properties of a project.	<ol style="list-style-type: none"> <li>1. Temporary</li> <li>2. Start and finish</li> <li>3. Unique</li> <li>4. Reason/purpose</li> <li>5. Project as part of a program</li> <li>6. Project as part of a portfolio</li> </ol>
Classify project roles and responsibilities.	<ol style="list-style-type: none"> <li>1. Sponsor/champion               <ol style="list-style-type: none"> <li>1. Approval authority</li> <li>2. Funding</li> <li>3. Project charter</li> <li>4. Baseline</li> <li>5. High-level requirements</li> <li>6. Control</li> <li>7. Marketing</li> <li>8. Roadblocks</li> <li>9. Business case/justification</li> </ol> </li> <li>2. Project manager               <ol style="list-style-type: none"> <li>1. Manage team, communication, scope, risk, budget, and time</li> <li>2. Manage quality assurance</li> <li>3. Responsible for artifacts</li> </ol> </li> <li>3. Project coordinator               <ol style="list-style-type: none"> <li>1. Support project manager</li> <li>2. Cross-functional coordination</li> <li>3. Documentation/ administrative support</li> <li>4. Time/resource scheduling</li> <li>5. Check for quality</li> </ol> </li> <li>4. Stakeholder               <ol style="list-style-type: none"> <li>1. Vested interest</li> <li>2. Provide input and requirements</li> <li>3. Project steering</li> <li>4. Expertise</li> </ol> </li> </ol>

Topic	Details
	<p>5. Scheduler</p> <ol style="list-style-type: none"> <li>1. Develop and maintain project schedule</li> <li>2. Communicate timeline and changes</li> <li>3. Reporting schedule performance</li> <li>4. Solicit task status from resources</li> </ol> <p>6. Project team</p> <ol style="list-style-type: none"> <li>1. Contribute expertise to the project</li> <li>2. Contribute deliverables according to schedule</li> <li>3. Estimation of task duration</li> <li>4. Estimation of costs and dependencies</li> </ol> <p>7. Project Management Office (PMO)</p> <ol style="list-style-type: none"> <li>1. Sets standards and practices for organization</li> <li>2. Sets deliverables</li> <li>3. Provides governance</li> <li>4. Key performance indicators and parameters</li> <li>5. Provides tools</li> <li>6. Outlines consequences of non-performance</li> <li>7. Standard documentation/templates</li> <li>8. Coordinate resources between projects</li> </ol>
<p>Compare and contrast standard project phases.</p>	<p>1. Initiation</p> <ol style="list-style-type: none"> <li>1. Project charter</li> <li>2. Business case</li> <li>3. High-level scope definition</li> <li>4. High-level risks</li> </ol> <p>2. Planning</p> <ol style="list-style-type: none"> <li>1. Schedule</li> <li>2. Work breakdown structure</li> <li>3. Resources</li> <li>4. Detailed risks</li> <li>5. Requirements</li> <li>6. Communication plan</li> <li>7. Procurement plan</li> <li>8. Change management plan</li> <li>9. Budget</li> </ol> <p>3. Execution</p>

Topic	Details
	<ul style="list-style-type: none"> <li>1. Deliverables</li> <li>4. Monitor and control               <ul style="list-style-type: none"> <li>1. Risks/issues log</li> <li>2. Performance measuring and reporting</li> <li>3. Quality assurance/governance</li> <li>4. Change control</li> <li>5. Budget</li> </ul> </li> <li>5. Closing               <ul style="list-style-type: none"> <li>1. Transition/integration plan</li> <li>2. Training</li> <li>3. Project sign off</li> <li>4. Archive project documents</li> <li>5. Lessons learned</li> <li>6. Release resources</li> <li>7. Close contracts</li> </ul> </li> </ul>
<p>Identify the basics of project cost control.</p>	<ul style="list-style-type: none"> <li>1. Total project cost</li> <li>2. Expenditure tracking</li> <li>3. Expenditure reporting</li> <li>4. Burn rate</li> <li>5. Cost baseline/budget</li> </ul> <ul style="list-style-type: none"> <li>1. Plan vs. actual</li> </ul>
<p>Identify common project team organizational structures.</p>	<ul style="list-style-type: none"> <li>1. Functional               <ul style="list-style-type: none"> <li>1. Resources reporting to functional manager</li> <li>2. Project manager has limited or no authority</li> </ul> </li> <li>2. Matrix               <ul style="list-style-type: none"> <li>1. Authority is shared between functional managers and project managers</li> <li>2. Resources assigned from functional area to project</li> <li>3. Project manager authority ranges from weak to strong</li> </ul> </li> <li>3. Projectized               <ul style="list-style-type: none"> <li>1. Project manager has full authority</li> <li>2. Resources report to project manager</li> </ul> </li> </ul>

Topic	Details
	<ol style="list-style-type: none"> <li>3. Ad hoc resources</li> </ol>
<p>Given a scenario, execute and develop project schedules.</p>	<ol style="list-style-type: none"> <li>1. Work breakdown structure</li> <li>2. Scheduling activities               <ol style="list-style-type: none"> <li>1. Determine tasks</li> <li>2. Determine task start/finish dates</li> <li>3. Determine activity/task durations</li> <li>4. Determine milestones</li> <li>5. Set predecessors</li> <li>6. Set dependencies</li> <li>7. Sequence tasks</li> <li>8. Prioritize tasks</li> <li>9. Determine critical path</li> <li>10. Allocate resources</li> <li>11. Set baseline</li> <li>12. Set quality gates</li> <li>13. Set governance gates</li> <li>14. Client sign off</li> <li>15. Management approval</li> <li>16. Legislative approval</li> </ol> </li> </ol>
<p>Identify the basic aspects of the Agile methodology.</p>	<ol style="list-style-type: none"> <li>1. Readily adapt to new/ changing requirements</li> <li>2. Iterative approach</li> <li>3. Continuous requirements gathering</li> <li>4. Establish a backlog</li> <li>5. Burndown charts</li> <li>6. Continuous feedback</li> <li>7. Sprint planning</li> <li>8. Daily standup meetings/ SCRUM meetings</li> <li>9. SCRUM retrospective</li> <li>10. Self-organized and self-directed teams</li> </ol>
<p>Explain the importance of human resource, physical resource, and personnel management.</p>	<ol style="list-style-type: none"> <li>1. Resource management concepts               <ol style="list-style-type: none"> <li>1. Shared resources</li> <li>2. Dedicated resources</li> <li>3. Resource allocation</li> <li>4. Resource shortage</li> <li>5. Resource overallocation</li> <li>6. Low quality resources</li> <li>7. Benched resources</li> <li>8. Interproject dependencies</li> <li>9. Interproject resource contention</li> </ol> </li> <li>2. Personnel management</li> </ol>

Topic	Details
	<ol style="list-style-type: none"> <li>1. Team building</li> <li>2. Trust building</li> <li>3. Team selection</li> <li>4. Skill sets</li> <li>5. Remote vs. in-house</li> <li>6. Personnel removal/replacement</li> <li>7. Communication issues</li> <li>8. Conflict resolution</li> <li>9. Smoothing</li> <li>10. Forcing</li> <li>11. Compromising</li> <li>12. Confronting</li> <li>13. Avoiding</li> <li>14. Negotiating</li> </ol>
<p><b>Project Constraints - 17%</b></p>	
<p>Given a scenario, predict the impact of various constraint variables and influences throughout the project.</p>	<ol style="list-style-type: none"> <li>1. Common constraints               <ol style="list-style-type: none"> <li>1. Budget</li> <li>2. Scope</li> <li>3. Deliverables</li> <li>4. Quality</li> <li>5. Environment</li> <li>6. Resources</li> <li>7. Requirements</li> <li>8. Scheduling</li> </ol> </li> <li>2. Influences               <ol style="list-style-type: none"> <li>1. Change request</li> <li>2. Scope creep</li> <li>3. Constraint reprioritization</li> <li>4. Interaction between constraints</li> <li>5. Stakeholders/sponsors/management</li> <li>6. Other projects</li> </ol> </li> </ol>
<p>Explain the importance of risk strategies and activities.</p>	<ol style="list-style-type: none"> <li>1. Strategies               <ol style="list-style-type: none"> <li>1. Accept</li> <li>2. Mitigate</li> <li>3. Transfer</li> <li>4. Avoid</li> <li>5. Exploit</li> </ol> </li> </ol>



Topic	Details
	2. Risk activities <ol style="list-style-type: none"> <li>1. Identification</li> <li>2. Quantification</li> <li>3. Planning</li> <li>4. Review</li> <li>5. Response</li> <li>6. Register</li> <li>7. Prioritization</li> <li>8. Communication</li> </ol>
<b>Communication &amp; Change Management - 26%</b>	
Given a scenario, use the appropriate communication method.	1. Meetings <ol style="list-style-type: none"> <li>1. Kick-off meetings</li> <li>2. Virtual vs. in-person meetings</li> <li>3. Scheduled vs. impromptu meetings</li> <li>4. Closure meetings</li> </ol> 2. Email 3. Fax 4. Instant messaging 5. Video conferencing 6. Voice conferencing 7. Face-to-face 8. Text message 9. Distribution of printed media 10. Social media
Compare and contrast factors influencing communication methods.	1. Language barriers 2. Time zones/geographical factors 3. Technological factors 4. Cultural differences 5. Interorganizational differences 6. Intraorganizational differences 7. Personal preferences 8. Rapport building/relationship building 9. Tailor method based on content of message 10. Criticality factors 11. Specific stakeholder communication requirements <ol style="list-style-type: none"> <li>1. Frequency</li> <li>2. Level of report detail</li> </ol>

Topic	Details
	<ul style="list-style-type: none"> <li>3. Types of communication</li> <li>4. Confidentiality constraints</li> <li>5. Tailor communication style</li> </ul>
<p>Explain common communication triggers and determine the target audience and rationale.</p>	<ul style="list-style-type: none"> <li>1. Audits</li> <li>2. Project planning</li> <li>3. Project change</li> <li>4. Risk register updates</li> <li>5. Milestones</li> <li>6. Schedule changes</li> <li>7. Task initiation/completion</li> <li>8. Stakeholder changes</li> <li>9. Gate reviews</li> <li>10. Business continuity response</li> <li>11. Incident response</li> <li>12. Resource changes</li> </ul>
<p>Given a scenario, use the following change control process within the context of a project.</p>	<ul style="list-style-type: none"> <li>1. Change control process               <ul style="list-style-type: none"> <li>1. Identify and document</li> <li>2. Evaluate impact and justification</li> <li>3. Regression plan (Reverse changes)</li> <li>4. Identify approval authority</li> <li>5. Obtain approval</li> <li>6. Implement change</li> <li>7. Validate change/quality check</li> <li>8. Update documents/audit documents/version control</li> <li>9. Communicate throughout as needed</li> </ul> </li> <li>2. Types of common project changes               <ul style="list-style-type: none"> <li>1. Timeline change</li> <li>2. Funding change</li> <li>3. Risk event</li> <li>4. Requirements change</li> <li>5. Quality change</li> <li>6. Resource change</li> <li>7. Scope change</li> </ul> </li> </ul>
<p>Recognize types of organizational change.</p>	<ul style="list-style-type: none"> <li>1. Business merger/acquisition</li> <li>2. Business demerger/split</li> <li>3. Business process change</li> <li>4. Internal reorganization</li> <li>5. Relocation</li> <li>6. Outsourcing</li> </ul>

Topic	Details
<p><b>Project Tools &amp; Documentation - 21%</b></p>	
<p>Compare and contrast various project management tools.</p>	<ol style="list-style-type: none"> <li>1. Project scheduling software</li> <li>2. Charts               <ol style="list-style-type: none"> <li>1. Process diagram</li> <li>2. Histogram</li> <li>3. Fishbone</li> <li>4. Pareto chart</li> <li>5. Run chart</li> <li>6. Scatter chart</li> <li>7. Gantt chart</li> </ol> </li> <li>3. Dashboard/status report</li> <li>4. Knowledge management tools               <ol style="list-style-type: none"> <li>1. Intranet sites</li> <li>2. Internet sites</li> <li>3. Wiki pages</li> <li>4. Vendor knowledge bases</li> <li>5. Collaboration tools</li> </ol> </li> <li>5. Performance measurement tools               <ol style="list-style-type: none"> <li>1. Key performance indicators</li> <li>2. Key performance parameters</li> <li>3. Balanced score card</li> </ol> </li> <li>6. SWOT analysis</li> <li>7. Responsible, Accountable, Consulted, Informed (RACI) Matrix</li> </ol>
<p>Given a scenario, analyze project centric documentation.</p>	<ol style="list-style-type: none"> <li>1. Project charter</li> <li>2. Project management plan</li> <li>3. Issues log</li> <li>4. Organizational chart</li> <li>5. Scope statement</li> <li>6. Communication plan</li> <li>7. Project schedule</li> <li>8. Status report</li> <li>9. Dashboard information</li> <li>10. Action items</li> <li>11. Meeting agenda/meeting minutes</li> </ol>

Topic	Details
Identify common partner or vendor-centric documents and their purpose.	<ol style="list-style-type: none"> <li>1. Request for Information</li> <li>2. Request for Proposal</li> <li>3. Request for Quote</li> <li>4. Mutually binding documents</li> </ol> <ol style="list-style-type: none"> <li>1. Agreements/contract</li> <li>2. Non-disclosure agreement</li> <li>3. Cease and Desist letter</li> <li>4. Letter of Intent</li> <li>5. Statement of Work</li> <li>6. Memorandum of Understanding</li> <li>7. Service Level Agreement</li> <li>8. Purchase Order</li> <li>9. Warranty</li> </ol>

## CompTIA PK0-004 Sample Questions:

### Question: 1

Which of the following is the key characteristic of the WBS?

- a) It represents the entire scope of work for the project
- b) assists the project manager with the qualified vendor selection process
- c) It should be developed by others outside the project team as to eliminate bias
- d) Eighty percent of the work packages will be developed by twenty percent of the project team

**Answer: a**

### Question: 2

Which of the following is a formula for estimating?

- a)  $(BAC-EV)/CPI$
- b) Actual Cost + Estimated Time to Completion
- c)  $EV/PV$
- d)  $(Optimistic + (4 \times \text{Most Likely}) + Pessimistic) / 6$

**Answer: d**

**Question: 3**

Which of the following network diagram methods uses arrows to represent activities, but is limited because it can only represent Finish-to-Start dependencies?

- a) Arrow Diagramming Method (ADM)
- b) Work Breakdown Structure (WBS)
- c) Precedence Diagramming Method (PDM)
- d) Critical Path Method (CPM)

**Answer: d**

**Question: 4**

While developing a project schedule, which of the following are purposes of a milestone?

(Choose two)

- a) Milestones are not required since the major events are already placed in the project work plan without durations
- b) Milestones are considered a placeholder in time for a major event
- c) Milestones have no duration
- d) Milestones are indicators that any of the project major events have already taken place
- e) Milestones require a duration indication as to provide the key stakeholders of information as a key performance indicator (KPI)

**Answer: b, c**

**Question: 5**

In which of the following team development stages would the project manager MOST likely determine the structure of the project team?

- a) Storming
- b) Norming
- c) Forming
- d) Performing

**Answer: c**

**Question: 6**

When handling multiple changes on a project, which of the following would be the BEST format in which to inform the team?

- a) Follow the communication plan
- b) Email documentation
- c) Fax documentation
- d) Hold a meeting with the project team

**Answer: a**

**Question: 7**

Which of the following would be important to remember when scheduling a teleconference for a project team?

- a) Providing food for the meeting to keep members satisfied
- b) Identify morning or afternoon personalities of team members
- c) Securing a meeting room that has sufficient seating
- d) Considering time zone that meets business hours for whole team

**Answer: d**

**Question: 8**

Which of the following tools is used for determining activity schedules based on optimistic, most likely and pessimistic estimates?

- a) Key event/activity list
- b) PERT
- c) CPM
- d) Gantt

**Answer: b**

**Question: 9**

Which of the following are risk responses?

(Choose two)

- a) Delaying
- b) Analysis
- c) Acceptance
- d) Avoidance
- e) Work around

**Answer: c, d****Question: 10**

Which of the following is the condition in which the team just cannot finish the last piece of work and cannot complete the project?

- a) The 80/20 rule
- b) The progressive elaboration
- c) The 95 percent phenomenon
- d) The law of diminishing returns

**Answer: c**

## Study Guide to Crack CompTIA Project+ PK0-004

### Exam:

- Getting details of the PK0-004 syllabus, is the first step of a study plan. This pdf is going to be of ultimate help. Completion of the syllabus is must to pass the PK0-004 exam.
- Making a schedule is vital. A structured method of preparation leads to success. A candidate must plan his schedule and follow it rigorously to attain success.
- Joining the CompTIA provided training for PK0-004 exam could be of much help. If there is specific training for the exam, you can discover it from the link above.
- Read from the PK0-004 sample questions to gain your idea about the actual exam questions. In this PDF useful sample questions are provided to make your exam preparation easy.
- Practicing on PK0-004 practice tests is must. Continuous practice will make you an expert in all syllabus areas.

## Reliable Online Practice Test for PK0-004 Certification

Make EduSum.com your best friend during your CompTIA Project+ exam preparation. We provide authentic practice tests for the PK0-004 exam. Experts design these online practice tests, so we can offer you an exclusive experience of taking the actual PK0-004 exam. We guarantee you 100% success in your first exam attempt if you continue practicing regularly. Don't bother if you don't get 100% marks in initial practice exam attempts. Just utilize the result section to know your strengths and weaknesses and prepare according to that until you get 100% with our practice tests. Our evaluation makes you confident, and you can score high in the PK0-004 exam.

**Start Online practice of PK0-004 Exam by visiting URL**

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