

## APM Courses

### Get in touch



**Call us today:**  
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Our APM courses equip you with a broad introduction to the concepts of project management and an understanding of the structure of a project. You will be able to take part in a project team and make a positive contribution to any project environment. The course content is based on the APMP Body of Knowledge (APMBoK) which describes the fifty two key areas of knowledge required to manage any project. APMBoK provides a framework within which projects should be run rather than a definitive method. Successful completion of the APMP Certification course will give you the APMP qualification. Maven is a Registered Education Provider for PMI and this course carries 27 Professional Development Units (PDUs). The APMP with Prior Learning course gives registered PRINCE2 Practitioners the opportunity to gain APMP over three days, taking account of their existing knowledge.

#### By the end of this course you will be able to:

- List the difference between projects, programmes and portfolios
- Describe the project lifecycle
- Define success criteria, success factors and key performance indicators
- Identify drivers for change using the PESTLE analysis technique
- List and define project roles and project structures
- Create a Stakeholder Map and a Power / Interest Matrix
- Develop a Business Case
- Calculate Net Present Value
- Create a Project Management Plan
- Produce a Product and a Work Breakdown Structure
- Carry out a Critical Path Analysis
- Create Gantt Charts from Precedence Network Data
- Allocate project resources using a resource histogram
- List and define the key estimating techniques
- Create a Change Log
- Create a Risk Log
- Produce a Communications Plan
- Carry out Earned Value Analysis
- Understand the importance of Health, Safety and Environmental Management in project management
- Understand the importance of leadership, teamwork, communication, negotiation and conflict management in project management

> Learning Objectives

Delegates give up their valuable time to train with us and we promise to give nothing less than our very best to ensure they achieve their learning goals. We strive to provide the best opportunity to join our ranks of successfully qualified delegates – our above national average pass rates for accredited courses stand as a testament to our commitment to maintaining a quality service.

> Why choose Maven?

- Change Management Foundation and Practitioner
- PRINCE2® Foundation and Practitioner
- MSP® Foundation and Practitioner

> Follow-on courses




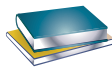







- Project/Programme Management Characteristics
- Project Lifecycles
- Project Success Criteria
- Project Environment Context
- Stakeholder Management
- Business Case
- Project Appraisal
- Investment Appraisal
- Project Strategy and Governance
- Project Definition
- Phases/Management Stages
- Project Management Plan/PID
- Configuration Management and Change Control
- Quality Plan
- Issue Handling
- Project Planning
- Estimating, resourcing and scheduling
- Communication Plan
- Procurement Strategy
- Management of Risk
- Health and Safety in the Project Environment
- People management processes and concepts
- Cost control
- Performance Measurement and EVA
- Project Close-out and Handover

**Did you know?**

All our trainers are qualified Practitioners with on the job experience

> Course Content

## APM Course Structure

	What's included in the price?							
	Duration	Pre-requisites	Pre-course	Exam format	Lunch	Exam fees	Course materials	Course manual
The APM Introductory Certificate	2 days	None		1 hour, MC, 60 questions, Pass mark 60%				
The APMP	5 days - Mon-Fri	The APMP certification is particularly suitable for project managers, project coordinators and team leaders who have three to five years experience in managing non-complex projects.		A three hour paper where candidates must answer ten from sixteen questions covering 37 syllabus topics.				
APMP with Prior Learning	3 days	The course aims to prepare experienced project managers who have gained the PRINCE2 Practitioner qualification within the last five years for the APMP examination.		A two hour paper that recognises prior learning for current PRINCE2 Registered Practitioners. In this paper, candidates must answer six from ten questions covering 25 topics.	