

# MSP® Foundation & Practitioner

## Five Day Course

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### Course introduction

Managing Successful Programmes (MSP) Foundation and Practitioner course will give you sufficient knowledge and experience in the processes and principles of Programme Management to act as a Programme Manager for a programme with a coherent project portfolio or to act as a member of a Programme Support Office. All our courses are delivered by highly experienced and approved trainers with many years experience in the delivery of MSP courses and the implementation of the methodology into organisations. This accredited course is delivered in association with Insights, an Accredited Training Organisation. This course is for Programme Managers & members of Programme Management Board who have responsibility for management of programmes. Project Management experience or Project Board experience is required.

### Course outline

#### Course content

##### Transformational Flow

- Identifying a Programme
- Defining a Programme
- Managing the Tranches
- Delivering the Capability
- Realising the Benefits
- Closing a Programme

##### Writing Terms of Reference

- Sponsoring group
- Programme Director
- Business Change Manager
- Programme Manager
- Programme Support Office
- Capabilities and characteristics

##### Compiling a Blueprint

- Expanding the Programme Vision Statement
- The required business model
- Service levels & Key Performance measures
- Support systems

##### Planning a Programme

- Scheduling projects
- Resource sharing
- Defining tranches
- Handling dependencies

##### Running a Programme

- Issue management
- Risk management
- Quality management
- Benefits Realisation
- Programme Benefit Reviews

##### Case Study

- APM Programme Scenario
- Exam based exercises
- Writing Terms of Reference
- Writing a Blueprint
- Creating a Programme Plan
- Risk Management Strategy

##### Exam preparation

- Group question practice
- Individual practice
- Exam feedback
- Practitioner Advanced Exam assignments

##### What will I learn

- Describe and apply all facets of the programme processes, in accordance with the MSP method
- Set up and manage complex programmes
- Identify and control risk
- Monitor the objectives of a programme and the essential adjustments needed to respond to changes in the environment

### Assessment

Some pre-course material is provided which should be fully read and understood before the course start. The Foundation exam must have been passed to attend the final two days of the course. This is an intensive course and some evening work will be required during the course.

MSP Foundation exam - Taken on the 3rd day of the course

- Multiple choice questions
- 75 questions per paper with one mark available per question
- Five questions to be trial and not counted in scores
- 35 marks required to pass (out of 70 marks available) - 50%
- 60 minutes' duration
- Closed book.

MSP Practitioner exam - Taken on the last day of the course

- Objective testing
- Eight questions per paper, 80 marks available in total
- 40 marks required to pass - 50%
- Two-and-a-half hours' duration
- Open book (only the MSP Guide is allowed).

Please note that the APM Group require every candidate's identification to be verified by the examination invigilator. You will be required to produce some photographic identification before being allowed to take the exam.

### About MSP

MSP (Managing Successful Programmes) goes beyond delivering outputs from projects. Coordinating delivery from multiple projects or staged delivery from very large projects needs a layer of control above and beyond project management. MSP training courses can provide that layer of oversight. But MSP can be used to achieve much more.