

Project Management

REED
LEARNING

Project management and programme management are key areas in any business. The essential qualifications, derived from Office of Government Commerce.



Project
Management

WHO IS IT FOR?

- For managers, team members and anyone looking to deliver projects on time through a recognised methodology, effective people management and financial controls. The 'boot camp' is a fantastic opportunity to gain a PRINCE2® qualification as well as the complete set of skills required to become a successful project manager.

WHAT WILL YOU GET OUT OF IT?

- Competence in the fundamental aspects of the PRINCE2® project management method
- Guidelines on how to monitor a project within the boundaries of the project plan
- Improved understanding and participation in a project managed in accordance with the PRINCE2® project management method

Book now

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-  WWW.REEDLEARNING.COM.MT

What's more...

CMI accredited



Endorsed by the ILM



Law Society accredited



Project Management

Project Management

MANAGE COST-EFFECTIVE PROJECTS THAT
DELIVER RESULTS
ON TIME & TO BUDGET



WHO IS IT FOR?

The PRINCE2® foundation certificate is ideal for those managing small projects or who hold a junior project management role, and anyone who needs to participate fully and effectively within a PRINCE2® project.

PRINCE2® has become the de-facto standard throughout the UK and Europe for successfully managing projects. It encompasses many years of best practice of managing projects and provides a structured but flexible approach suited for all types of projects.

WHAT IS IT ABOUT?

Valuable for those who need to set up and manage complex projects or who are involved in large-scale project work, and are looking for a best practice methodology. Essential for project managers, in both the public and private sectors, and extremely useful for project assistants, project administrators, configuration librarians and programme managers.

The Managing Successful Programmes Practitioner Certificate is about developing a full understanding of the knowledge and techniques required for the management of a portfolio of projects.

WHAT WILL I GET OUT OF IT?

The official PRINCE2® textbook
Competence in describing and applying all the PRINCE2® project processes and principles and tailor each to a specific project

Ability to set up and manage complex projects

The ability to develop a risk management strategy

WE OFFER THE FOLLOWING COURSES ON PROJECT MANAGEMENT:

Prince2 Foundation Certificate -
Prince2 Practitioner Certificate -
Prince2 Foundation & Practitioner Certificate -
Managing Successful Programmes Foundation Certificate -
Managing Successful Programmes Practitioner Certificate



Courses Programme

Project Management

Courses dates and time can be found on our website. Course notes are always included.

Some of our courses available are listed below. Other courses information can be viewed through our website.



**TO DISCUSS
WHETHER
THIS COURSE IS
RIGHT FOR YOU,
CALL OUR CUSTOMER
SERVICE TEAM ON
+356 21322314/5**

PRINCE2® Foundation Certificate

Course Overview

- Two full days of tutorial, followed by a practice assessment and then the real thing. This course is run by Insights, an accredited PRINCE2® training organisation.
- The relationship between a project and its business case
- Processes, components and techniques
- Roles, associated tasks and responsibilities
- Structure and contents of a product focussed plan
- The management of a project relative to the project plan
- Definition, management and acceptance of work packages

PRINCE2® Practitioner Certificate

Course Overview

- Relationship between the business case, programmes and the project
- Processes - starting up a project, initiating a project, directing a project, controlling a stage, managing product delivery, managing stage boundaries, closing a project and planning
- Techniques - product based planning, quality and review
- Practitioner examination techniques
- Components - organisation controls, business case, quality, risk, configuration management, change control and plans

PRINCE2® Foundation And Practitioner Certificate

Course Overview

- Relationship between the business case, programmes and the project
- PRINCE2® Principles - Continued business justification, Learn from experience, Defined roles and responsibilities, Manage by stages, Manage by exception, Focus on products and Tailor to suit the needs of the project environment.
- PRINCE2® Processes - Starting up a Project, Initiating a Project, Directing a Project, Controlling a Stage, Managing product delivery, Managing a Stage Boundary, Closing a Project.
- Practitioner examination techniques.
- PRINCE2® Themes - Business Case, Organisation, Progress, Quality, Risk, and Plans.

Managing Successful Programmes Foundation Certificate

Course Overview

- Identifying a programme
- Defining a programme
- Programme planning
- Benefits management
- Issue and risk management
- Establishing a programme
- Running a programme
- Delivering capability
- Realising benefits
- Closing a programme



Course title

Project Management

Duration & cost

All courses are held in our offices at Ta' Xbiex

Code

Dull but important – This is your personal code, please quote it when booking

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Call us to book your place on
+356 21322314/5 Book online at
www.reedlearning.com.mt

FOUR MORE GREAT REASONS TO ATTEND OUR PROJECT MANAGEMENT COURSE

- 1. NO OTHER MANAGEMENT COURSE OFFERS YOU SO MUCH THEORY AND PRACTICAL ADVICE.**
- 2. THIS IS THE MALTA'S TOP SELLING PROGRAMME FOR NEW MANAGERS**
- 3. ALL DELEGATES WILL GET E-LEARNING FOLLOW-UPS TO SUPPORT THEIR LEARNING**

SPACES ARE AVAILABLE NOW

You'll find the next scheduled dates online at www.reedlearning.com.mt Alternatively, our customer services team are waiting to speak to you on **+356 21322314/5** If you prefer, email any questions to info.malta@reedglobal.com Call us today to book your place on this course.

Course title

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Duration & cost

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Code

WHY CHOOSE REED LEARNING?

We are the Malta's leading business training company – with many more business, management and personal development programmes than any of our competitors

Reliable Most of our delegates would recommend us to a friend or colleague.

Professional All Courses are taught by experienced and qualified persons

Friendly The most generous loyalty discounts in the industry, and you can attend your course again.

Visit our website www.reedlearning.com.mt for details of other courses like Introduction to Management, including:

- Introduction to supervision & team leadership
- People & team management
- Essentials of management
- The five-day management programme

FREQUENTLY ASKED QUESTIONS

Q Where will my course be held?

A All courses are held in our offices at Ta' Xbiex

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