

## 'Managing Successful Programmes' (MSP®) Foundation Course

### Exclusive to AFA

AFA is offering exclusive **post course support** to all direct bookings on AFA open exam courses; our **new** and **unique** product gives you the opportunity to ask our **accredited experts** up to 5 programme management questions completely **free** of charge. Please contact us for further information.

### Course Objectives

This course is designed to give delegates a broad understanding of the 'Managing Successful Programmes' (MSP®) philosophy. This course is delivered using the latest 2007 MSP® manual and syllabus.

### Delegate Profile

The course is recommended for managers who have recently been given a programme role, for programme support staff, for specialists contributing to a programme, and for senior executives directing a programme.

### Topics Covered

The course will cover the following topics:

- Introduction and Programme Management Principles
- Governance Themes
- Organisation
- Vision
- Leadership & Stakeholder Engagement
- Benefits Realisation Management
- Blueprint Design & Delivery
- Programme Planning & Control
- The Business Case
- Risk Management and Issue Resolution
- Quality Management
- Transformational Flow
  - Identifying a Programme
  - Defining a Programme
  - Managing the Tranches
  - Delivering the Capability
  - Realising the Benefits
  - Closing a Programme
- Programme Office

MSP® is a Registered Trade Mark of the Office of Government Commerce, PRINCE2® is a Registered Trade Mark of the Office of Government Commerce in the United Kingdom and other countries, M\_o\_R® is a Registered Trade Mark of the Office of Government Commerce in the United Kingdom and other countries, P3O® is a Registered Trade Mark of the Office of Government Commerce

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In addition delegates will work through case study based exercises, and will be prepared for the MSP® Foundation exam.

## Trainer Profile

All AFA MSP® trainers have undergone the rigorous approvals process administered by the APM Group on behalf of the Office of Government Commerce (OGC). They are practising programme managers with considerable experience in a wide range of industry sectors. The use of hybrid trainer-managers is of great benefit to delegates and ensures that illustrations and anecdotes have up-to-date validity and that the training given, whilst being true to the syllabus, is also pragmatic.

## Duration

This course takes place over three days. The Foundation exam is taken during the afternoon of day three. Some evening consolidation and preparation work is required in order to gain maximum benefit from the course. Residential attendance is recommended.

## Location

AFA open courses are held approximately monthly at a range of locations across the UK. All venues have been chosen for their modern equipment and ease of access from major road, rail and air routes. Alternatively client events can be arranged either on-site or at a suitable venue nearby.

## Course Arrangements including Cost

Open course places cost £1150+VAT in London on a non-residential basis and £1250+VAT at our other locations including 2 nights dinner, bed and breakfast accommodation. Extra overnight accommodation can be booked on request at preferential rates.

Also included in the cost of the course are:

- Joining instructions and pre-course preparation pack
- OGC publication 'Managing Successful Programmes'
- Printed course material
- Examination fees
- Daytime refreshments

Joining instructions, including pre-course exercises and MSP® manual, are sent to delegates approximately 2 – 3 weeks before the course start date. Typically pre-course preparation will require a couple of hours of study.

We would be pleased to provide a quote for in-house events, based on location and delegate numbers. Please contact us for further information.

## Why AFA?

AFA was established fifteen years ago as a management consultancy organisation. In 1996 AFA became one of the original group of PRINCE2® Accredited Training Organisations under the scheme administered by APM Group on behalf of the Office of Government Commerce. AFA quickly established a reputation for being able to deliver training courses that combine excellent exam pass rates with realistic and practical guidance ensuring maximum skills transfer.

AFA continues to specialise in the Best Practice methods, becoming accredited at the earliest possible opportunity to deliver training in:

- MSP® programme management
- M\_o\_R® risk management, and
- P3O® portfolio, programme and project support offices

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