



A Quality Project Environment for the Organisation Accredited Training for the Individual

To arrange your tailored Corporate Training call 08 8172 1867

FPMS are Internationally Accredited Management Consultants and Training Providers. Our core business is in the creation, development and support of Portfolio, Program and Project Management Capability within Organisations.

As leaders in our field, the FPMS emphasis is on our value adding application of nationally and internationally recognised and accredited management methodologies, to create and nurture best practice Program and Project Management capability within organisations. These methodologies include MSP, PRINCE2, PMBoK and National Standards.

We use leading edge technology, supported by pragmatism and creativity to deliver successful solutions that meet the distinctive needs of the unique corporate cultures of our clients.

Our globally recognised Accreditations and experience make us the ideal partners to help develop and deliver tailored training solutions. We provide a comprehensive range of management training courses that can be customised to meet the specific needs of your projects and your organisation.

Our accreditations include; RTO Registered Training Organisation, PMI® Global Registered Education Provider (REP) OGC Accredited Training Organisation (ATO) and Consultancy (ACO) for Managing Successful Programmes (MSP®) and PRINCE2® Project Management Methodology. Buzan Licensed Mindmapping® Instructor (QBI) and MindGenius Gold Partner.

Below is a list of the Public Courses we are holding between February—June 2010 These now include Certificate IV, Diploma and Advanced Diploma in Project Management

MSP (Managing Successful Programmes)

"Program Management " may be defined as the co-ordinated organisation direction and implementation of a portfolio of projects and activities that together achieve outcomes and realize benefits that are of strategic importance"
from OGC Official MSP Manual—Managing Successful Programs

This internationally accredited course, delivered by Australia's leading MSP OGC Accredited Trainer and Consultant, Kenn Dolan, provides the nuts and bolts of the Processes and Principles that come together to make up the structured framework of MSP. It is founded on best practice although it is not prescriptive. It is very flexible and designed to be adapted to meet the needs of local circumstances.

Our Presenter: Kenn Dolan

Co founder and Director of FPMS, Kenn holds the distinction of being the most experienced MSP Trainer and Consultant outside of the UK. He has coached and mentored senior executives through the process of creating their organisation's PMO capability and establishing an effective environment to Deliver the planned strategic benefits for the Organisation. A much sought after Keynote speaker at international conferences, Kenn's easy style of delivery make's the training relevant, stimulating and entertaining. Kenn is also a PRINCE2 Trainer and Consultant, PMP and a Certified Management Consultant of the Institute of Management Consultants

Delegate Profile:

Those who will benefit from attending this course will include all Program team members who will be involved in the Program on a day-to-day basis; SRO's, Sponsors and Senior Executives, Program Managers, Business Change

Included in cost:

- o Accredited Foundation and Practitioner training and examination
- o Official MSP manual "Managing Successful Programs"
- o Colour coded, mind mapped course materials

Foundation & Practitioner Course Dates

Location

| | |
|----------------|-----------|
| 15-19 February | Adelaide |
| 01-05 March | Brisbane |
| 22-26 March | Canberra |
| 19-23 April | Adelaide |
| 17-21 May | Melbourne |
| 31 May-04 June | Perth |
| 21-25 June | Adelaide |

Course Cost

\$2400

Discounts available—see below

Included in cost:

- Foundation & Practitioner Training and Exams
- Course Materials
- Process Models
- Case studies
- Sample Exams

- o Colour coded, mind mapped course materials
- o Laminated Process Model (Aide memoire)
- o Case studies
- o Official Sample examinations
- o Brain friendly environment for learning
- o All refreshments including lunch

Course Objectives

- o To prepare participants for managing programs within an MSP management environment.
- o To prepare participants for implementing governance for programs.
- o Provide understanding of the roles and responsibilities of the Program Management Organisation.
- o To provide understanding of the management documentation required
- o To understand and develop techniques for stakeholders analysis/management
- o To prepare participants for managing delivery of benefits throughout the Program
- o To prepare participants for successfully sitting the MSP Foundation and Practitioner Examinations

Delegate Profile

1. **Foundation** - the general knowledge and understanding of the fundamental principles of MSP based on the manual. This is intended for those who intend to work within a program environment, who need to know the terminology used and some of the theory behind the practise. It is also the start point of providing a higher level qualification.
2. **Practitioner** - a comprehensive understanding of the principles and theory of the MSP manual. This is intended for someone coming into programme management perhaps (although not necessary) from project management as a stepping stone from the knowledge of concepts to the higher level of understanding and application. It is also anticipated that anyone wishing to move into other roles within programmes would be able to achieve this qualification thereby helping them to gain the relevant theory

- Case studies
- Sample Exams
- Brain friendly environment for learning
- All refreshments including lunch
- FPMS Delegate Pack

OGC Official MSP Manual—Managing Successful Programmes included.

To register for a public training course or to organize a corporate training event contact FPMS on 08 8172 1867.

Course Duration **5 days**

PRINCE2 Project Management Methodology—Part 1 Foundation

PRINCE, which stands for **PR**ojects **IN** **C**ontrolled **E**nvironments, is a project management method covering the organisation, management and control of projects. It is a process-based approach for project management providing an easily tailored, and scaleable method for the management of all types of projects. Each process is defined with its key inputs and outputs together with the specific objectives to be achieved and activities to be carried out.

PRINCE2 is a structured method providing organisations with a standard approach to the management of projects. The method embodies proven and established best-practice in project management. It is widely recognised and understood, and so provides a common language for all participants in the project.

PRINCE2 provides benefits to the organisation, as well as the managers and directors of the project, through the controllable use of resources and the ability to manage business and project risk more effectively.

Our Presenters:

All FPMS PRINCE2 presenters are experienced Programme and Project Managers who are accredited by the OGC as both PRINCE2 Trainers and Consultants; they are also Certificate IV Workplace Assessors and Trainers. Our skillful team bring alive the methodology with their real life applications and lesson learned while successfully guided many Organisations worldwide, through the implementation of the methodology and the cultural change.

Delegate Profile:

Those who will benefit from attending this course will include all project team members who will undertake the project on a day-to-day basis; Project Managers, Team Managers and support personnel. A working knowledge of project management principals is assumed.

Course content:

- PRINCE2 Processes and Techniques
- PRINCE2 Project Organisation Framework
- Starting and Initiating a PRINCE2 Project
- Directing a PRINCE2 Project
- Planning in a PRINCE2 project
- PRINCE2 Control Mechanism

Foundation Course Dates Location

| | |
|----------------|-----------|
| 15-17 February | Brisbane |
| 01-03 March | Adelaide |
| 01-03 March | Sydney |
| 29-31 March | Adelaide |
| 29-31 March | Melbourne |
| 19-21 April | Perth |
| 03-05 May | Adelaide |
| 17-19 May | Canberra |
| 31 May-02 June | Adelaide |
| 21-23 June | Brisbane |
| | |
| | |

Course Cost **\$1675**
Discounts available—see below

Included in cost:

- Foundation Training and Exam
- Mind mapped Course Materials
- Colour coded Process Model
- Case studies
- Sample Exams
- Juggling
- Brain friendly environment for learning
- All refreshments including lunch
- FPMS Delegate Pack

- PRINCE2 Control Mechanism
- Risk Management
- Quality in a PRINCE2 Project
- Project Closure
- Foundation Examination
- Case studies
- Juggling

Special Note Foundation Course Now Available Online

- FPMS Delegate Pack

OGC Official PRINCE2 Manual—Managing Successful Projects Using PRINCE2

To register for a public training course or to organize a corporate training event contact FPMS on 08 8172 1867.

Course Duration 3 days

PRINCE2 Project Management Methodology - Part 2 Practitioner

The format of the PRINCE2 Practitioner Exam has changed. This change sees the 3 hour open-ended essay style questions being replaced by an objective testing paper consisting of nine questions and lasting 2 1/2 hours.

This change in format makes the examination more acceptable to the growing international market and will significantly reduce the time required to deliver results to candidates, and provide an increased consistency of marking.

This will include a revision overview, sample scenarios, authorised and current sample examination papers and guidance on examination techniques.

Delegate Profile:

Delegates who have successfully completed the Foundation Certificate Examination and who wish to proceed to the Practitioner level of PRINCE2 Accreditation.

Course content:

Day 1 PRINCE2 revision overview with sample scenarios examination preparation.

Day 2 **Morning:** Sample scenarios, practice examination with focus on examination technique and preparation for sitting the PRINCE2 Practitioner Examination.

Afternoon: PRINCE2 Practitioner Examination – 2 1/2 hour open book examination testing the candidate's ability to apply the methodology to a given scenario.

| Practitioner Course Dates | Location |
|---------------------------|----------|
| 18-19 February | Brisbane |
| 04-05 March | Adelaide |
| 04-05 March | Sydney |
| 25-26 March | Canberra |
| 22-23 April | Perth |
| 06-07 May | Adelaide |
| 20-21 May | Canberra |
| 03-04 June | Adelaide |
| 24-25 June | Brisbane |

Course Cost \$1, 200

Included in cost

- Revision Overview
- Current authorised sample exam papers and scenarios
- Expert guidance on examination technique and preparation for the exam.
- Pre course pack
- Colour coded Process model
- PRINCE2 Practitioner Examination Fees
- All refreshments including lunch
- FPMS Delegate Pack

To register for a public training course or to organize a corporate training event contact FPMS on 08 8172 1867.

Course Duration 2 days

Course Dates Location

| | |
|----------------|----------|
| 18-19 February | Brisbane |
| 04-05 March | Adelaide |
| 04-05 March | Sydney |
| 25-26 March | Canberra |
| 22-23 April | Perth |
| 06-07 May | Adelaide |
| 20-21 May | Canberra |
| 03-04 June | Adelaide |
| 24-25 June | Brisbane |

PRINCE2 Practitioner Reaccreditation

Introducing PRINCE2 Practitioner Re accreditation examinations to the Asia Pacific Region.

As has been the situation in the united Kingdom since 2003, PRINCE2 Practitioners in the Asia Pacific region will be required to maintain there qualification every 3 years. This re accreditation will take the form of a one hour scenario based objective testing paper.

FPMS are offering re accreditation preparation courses which will be held over 2 days culminating in the examination.

Delegate Profile:

Delegates who have successfully completed the Practitioner Certificate Examination and who wish to maintain there qualification every 3 years.

Course Cost \$1, 200

- Included in cost**
- PRINCE2 Revision Overview
 - The PRINCE Environment Processes, Components and Techniques.
 - Control Mechanisms
 - Sample Scenario
 - Exam Technique
 - PRINCE2 Pocket Book
 - PRINCE2 Practitioner Reaccreditation Examination Fees
 - All refreshments including lunch
 - FPMS Delegate Pack

To register for a public training course or to organize a corporate training event contact FPMS on 08 8172 1867.

Course Duration 2 days

Course Dates Location

| | |
|-----------------------------|----------|
| 20, 21, 27, 28 March | Sydney |
| 8, 9, 15, 16 May | Adelaide |
| 22, 23, 29, 30 May | Sydney |
| Now Available Online | |

Course Cost \$2100

- Included in cost**
- Pre-course materials including information on how to apply for exam
 - Delegate Notes
 - Laminated Process Models
 - Resource List
 - Sample Examination Questions
 - All refreshments including lunch
 - FPMS Delegate Pack

To register for a public training course or to organize a corporate training event contact FPMS on 08 8172 1867.

Course Duration 2 + 2 + 1 days

Course Dates Location

| | |
|-----------------------------|----------|
| 20, 21, 27, 28 March | Sydney |
| 8, 9, 15, 16 May | Adelaide |
| Now Available Online | |

Course Cost \$2100

Course content:

- Day 1** PRINCE2 revision overview with sample scenarios examination preparation.
- Day 2** **Morning:** Sample scenarios, practice examination with focus on examination technique and preparation for sitting the PRINCE2 Practitioner Examination.
- Afternoon:** PRINCE2 Practitioner Examination – 2 1/2 hour open book examination testing the candidate's ability to apply the methodology to a given scenario.

PMI PMP Examination Preparation

The Project Management Institute (PMI ®) is Project Managements leading professional association providing its members with a globally accepted and recognised, examination based, professional certification program. The PMI Certification Program maintains ISO 9001 certification in Quality Management Systems as evidence of its commitment to professional excellence. If you enjoy the prestige that comes from being the best in your field, then you'll appreciate the professional advantages derived from attai/*-*/.Oning the PMP. PMP certification is the profession's most globally recognized and respected certification credential. The PMP designation following your name tells current and potential employers that you have a solid foundation of project management knowledge that can be readily applied in the workplace.

Delegate Profile:

To be eligible for the PMP certification, you must first meet specific education and experience requirements and agree to adhere to a code of professional conduct. The final step in becoming a PMP is passing a multiple-choice examination designed to objectively assess and measure your project management knowledge. This course provides a structured framework of study for experienced PM's to achieve PMP examination standards.

For experienced Project Managers, Team Managers and project support personnel who wish to achieve PMP status to satisfy the educational and professional experience criteria set out in the PMI Certification Program.

Course content:

4 x 1 day workshops—this can be either 5 straight days or a combination to suit availability of team.

Provides examination focused training with extensive use of sample questions and papers; interactive and stimulating environment using various media to reinforce the knowledge areas required for successfully completing the PMP examination, the 35 hours of accredited project management training required to obtain PMP certification.

PMI CAPM Examination Preparation

The Project Management Institute (PMI ®) is Project Managements leading professional association providing its members with a globally accepted and recognised, examination based, professional certification program. The PMI Certification Program maintains ISO 9001 certification in Quality Management Systems as evidence of its commitment to professional excellence. If you enjoy the prestige that comes from being the best in your field, then you'll appreciate the professional advantages derived from attaining the CAPM. The CAPM credential can benefit a wider range of team members who want to increase the skills in project teams. By gaining knowledge of project management processes and terminology, professionals from all disciplines can reach higher levels of performance in their work.

Delegate Profile:

Delegate Profile:

The course is designed for professionals in any industry who are involved in the delivery of projects/tasks within constraints of time, cost and to specific client requirements. Suitable for all who require a good understanding of the fundamentals of Project Management, to enable them to carry out a role in the project management team. No previous experience of Project Management is required.

This course provides PMBoK based Training that satisfies the requirements of CAPM exam preparation. Also suitable for those requiring the PMBoK component of AIPM's Reg PM.

Course Content

The Project Management Team, Roles and Responsibilities, Project Scope, Planning, Work Breakdown Structure, Activity Network Charts, Critical Path Analysis, Developing a Gantt Chart ,Risk Management, Quality Control, Change Management, Human Resource Management, Communication.

| | |
|--------------------|---------------|
| Course Cost | \$2100 |
|--------------------|---------------|

Included in cost

- Pre-course materials including information on how to apply for exam
- Delegate Notes
- Laminated Process Models
- Resource List
- Sample Examination Questions
- All refreshments including lunch
- FPMS Delegate Pack

To register for a public training course or to organize a corporate training event contact FPMS on 08 8172 1867.

| | |
|------------------------|-----------------------|
| Course Duration | 2 + 2 + 1 days |
|------------------------|-----------------------|

ATQF Nationally Accredited Training Courses



Certificate IV in Project Management BSB41507

Course Dates

Location

| | |
|-------------|----------|
| 27-29 April | Adelaide |
| | |

Project Management is all about setting and achieving reasonable and attainable goals. It is the process of planning, organizing and overseeing how and when these goals are met. This course will cover the fundamentals of Project Management as defined in the PMI PMBoK Guide (Project Management Body of Knowledge) and will cover all the competency areas required to allow participants to achieve the nationally recognised Certificate IV in Project Management.

| | |
|--------------------|----------------|
| Course Cost | \$2,400 |
|--------------------|----------------|

Included in cost

- Colour Coded mind mapped presentations
- Laminated Process Models
- Case study and test questions
- All refreshments including lunch
- FPMS Delegate Pack
- Assessment

To register for a public training course or to organize a corporate training event contact FPMS on 08 8172 1867.

RPL (Recognition of prior learning) may be able to be applied for all, or individual competency units. Please contact our office for details and application for RPL.

Delegate Profile:

Those who will benefit from attending this course will include those who wish to embark on a career in project management or who are already involved in project management who wish to obtain a formal qualification. Project team members who will undertake the project on a day to day basis; Project Coordinator, Project Management Officer, Project or Program Administrator and support personnel.

Course Content

Following competency units

- BSBPMG401A Apply project scope management techniques
- BSBPMG402A Apply time management techniques
- BSBPMG403A Apply cost management techniques
- BSBPMG404A Apply quality management techniques
- BSBPMG 405A Apply human resources management techniques
- BSBPMG406A Apply communication management techniques
- BSBPMG407A Apply risk management techniques
- BSBPMG408A Apply contract and procurement procedures

Please Note

You may be eligible for government funding for this course through the Productivity Places Program. Please contact our office for details.

Course Duration 3 days Classroom Workplace Assessment 12 weeks plus 1 day classroom presentation

Diploma of Project Management BSB51407

Course Dates

Location

| | |
|----------------|----------|
| 22-25 February | Adelaide |
| 24-27 May | Adelaide |

| | |
|--------------------|----------------|
| Course Cost | \$2,995 |
|--------------------|----------------|

Included in cost

- Colour Coded mind mapped presentations
- Laminated Process Models
- Case study and test questions
- All refreshments including lunch
- FPMS Delegate Pack

Project Management is all about setting and achieving reasonable and attainable goals. It is the process of planning, organizing and overseeing how and when these goals are met. This course will cover the advanced principles of Project Management as defined in the PMI PMBoK Guide (Project Management Body of Knowledge) and will cover all the competency areas required to allow participants to achieve the nationally recognised Diploma of Project Management.

Delegate Profile:

Those who will benefit from attending this course will include those who hold a Certificate IV of Project Management and who wish to progress to Diploma Level. Those who are currently involved in Project Management who wish to attain a formal qualification. Project support members who undertake the project on a day to day basis, Assistant Project Managers, Team Leaders, Project Management Facilitator, Project or Program

support members who undertake the project on a day to day basis, Assistant Project Managers, Team Leaders, Project Management Facilitator, Project or Program Administrator.

Course Content

Following competency units
BSBPMG501A Manage application of project integrated processes
BSBPMG502A Manage project scope
BSBPMG503A Manage project time
BSBPMG504A Manage project costs
BSBPMG 505A Manage project quality
BSBPMG506A Manage project human resources
BSBPMG507A Manage project communications
BSBPMG508A Manage project risk
BSBPMG509A Manage project procurement

Please Note

You may be eligible for government funding for this course through the Productivity Places Program. Please contact our office for details.

- **All refreshments including lunch**
- **FPMS Delegate Pack**
- **Assessment**

To register for a public training course or to organize a corporate training event contact FPMS on 08 8172 1867.

RPL (Recognition of prior learning) may be able to be applied for all, or individual competency units. Please contact our office for details and application for RPL.

**Course Duration 4 days Classroom
Workplace Assessment 12 weeks
plus 1 day classroom presentation**

Advanced Diploma of Project Management BSB60707

Course Dates Location

Project Management is all about setting and achieving reasonable and attainable goals. It is the process of planning, organizing and overseeing how and when these goals are met. This course will cover the advanced principles of Project Management as defined in the PMI PMBoK Guide (Project Management Body of Knowledge) and Managing Successful Programmes. It will cover all the competency areas required to allow participants to achieve the nationally recognised Advanced Diploma of Project Management.

| | |
|----------------|----------|
| 09-12 March | Adelaide |
| 29 June-1 July | Adelaide |

Course Cost \$2,995

Included in cost

- **Colour Coded mind mapped presentations**
- **Laminated Process Models**
- **Case study and test questions**
- **All refreshments including lunch**
- **FPMS Delegate Pack**
- **Assessment**

To register for a public training course or to organize a corporate training event contact FPMS on 08 8172 1867.

RPL (Recognition of prior learning) may be able to be applied for all, or individual competency units. Please contact our office for details and application for RPL.

Delegate Profile:

Those who will benefit from attending this course will include those who hold a Diploma in Project Management, PMP, or those who are experienced Project Managers who are already managing projects and or programs who wish to obtain a formal qualification or upgrade existing qualifications.

This course is suitable for senior Project Managers, Program Managers, Experienced Project and Program Support Team Members and Senior Management who require to direct projects.

Course Content

Following competency units
BSBPMG601A Direct the integration of projects
BSBPMG602A Direct the scope of a project program
BSBPMG563A Direct time management of a project program
BSBPMG604A Direct cost management of a project program
BSBPMG 605A Direct quality management of a project program
BSBPMG606A Direct human resources management of a project program
BSBPMG607A Direct communication management of a project program
BSBPMG608A Direct risk management of a project program
BSBPMG609A Direct procurement and contracting for a project program

Please Note

You may be eligible for government funding for this course through the Productivity Places Program. Please contact our office for details.

**Course Duration 4 days Classroom
Workplace Assessment 12 weeks
plus 1 day classroom presentation**

**To register contact FPMS at fpms@fpms.com.au
or call on 08 8172 1867**

- **Discounts are available where three or more delegates from the same organisation attend the same training course.**
- **AIPM and PMI Members are eligible for a discount on all FPMS Project Management training courses.**
- **If you have been offered the same training elsewhere for less call us to negotiate!**
- **All FPMS courses are eligible for Professional Development Units**

**FPMS Management Consultants and Internationally Accredited
Training Providers**

FPMS Management Consultants and Internationally Accredited Training Providers

If your specific training needs cannot be covered by any of the courses offered above, please contact us to discuss how we may be of assistance. Ph: (08) 81721867

For further information on Corporate Training and Consulting Services offered by FPMS please visit our web site at www.fpmsgroup.com

Click here [MindGenius®](#) to download a 21 day copy of MindGenius® the computer aided thinking tool.

Thank you for your continued interest in FPMS please feel free to share this information with others who may be interested in our services. I

Jo Adams
Director
FPMS... *Delivering Success*

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