FCISPM – BCS Foundation Certificate in Project Management (inc exam)

Foundation Certificate in IS Project Management

Course Description

This course is intended for delegates who are exploring the project management discipline, and/or working within an IT project environment. This qualification provides credible evidence that the individual concerned understands the basics of IT project management to a recognised standard. Candidates who successfully pass the Foundation Certificate (scheduled after the course) are able to demonstrate an understanding of project management principles relating to the following areas:

- Project Planning

- Monitoring and Control

- Change Control

- Configuration Management

- Estimating

- Quality within a project environment

- Management

- Communication between Stakeholders

Who should attend?
This IS Project Management course is intended for delegates who work in/is interested in IT projects and those who wish to demonstrate their professional interest in project management by obtaining a recognised qualification in Project Management. This course may benefit directors, users, and buyers in particular.

Prerequisites
There are no specific prerequisites for this course.

Performance-Based Objectives

Delegates will learn how to:
- Understand the tools, techniques, and terminology used to ensure successful management of IS projects.
- Prepare to undertake the BCS Foundation Certificate in Project Management examination.

Course Content

Projects and Project Work
- Projects and Project Management
- System and Project life cycles.
- Implementation strategies.
- Purpose and content of Key Project Documentation.
- The use and significance of Discounted Cash Flows as a method of Investment Appraisal.
- Post Implementation Review.

Project Planning
- Project deliverables and intermediate products.
- Work and product breakdowns.
- Product definitions.
- Check-points and Milestones.
- Activity-on-Node Networks.
- Resource Allocation, smoothing and leveling
- Resource Histograms.
- Work Schedules and Gantt charts.

Monitoring and Control
- The Project Control Life-Cycle.
- Collecting progress information.
- Presenting progress information.
- Content of progress reports.
- Use of Earned Value Analysis.
- The Reporting Cycle.
- Reporting structures in projects.
- Tolerance and contingency.
- Exception Reports and Plans.

Change Control and Configuration management
- Reasons for Change and Configuration Management.
- Change Control Procedures.
- Role of Change Control Boards.
- Configuration Management.
- Configuration Items and Product Baselines.

Quality
- Quality Control Vs. Quality Assurance.
- Detection of defects during the project life cycle.
- Quality Procedures.
- Types of testing.
- The inspection process, peer reviews.
- Principles of IS0 9001:2000 QMS.

Estimating
- Effects of over and under-estimating.
- Effort versus duration; relationship between effort and cost.
- Use of expert judgement.
- The Delphi approach.
- Top-down and bottom-up approaches to estimating.
- Use of analogy in estimating.

Risk
- Definitions.
- The risk management process.
- Risk responses and actions.
- Typical risks associated with information systems development.
- Assessment of the costs/benefits of risk reduction activities.
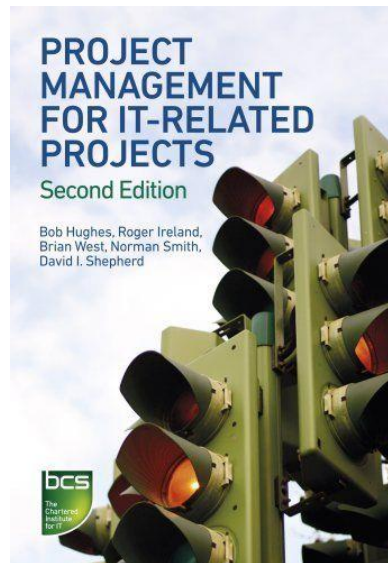- Maintenance of risk registers and risk logs.

Project Communications and Project Organisation
- Identifying stakeholders and their concerns.
- The project sponsor.
- Establishment of the project authority.
- Reporting structures and responsibilities.
- Desirable characteristics of project manager.
- Role of the project support office.
- The project team and matrix management.
- Management styles and communication.
- Team building and team dynamics.

Course Duration:

The course is split into a number of modules and the full course runs for 3 days. The intensity level of this course is 'medium'. Each day runs from 09:00 to 17:00. Lunch is **not** provided.

Course Materials:

Exam Details
Exam Voucher (taken at a Pearson Vue examination venue)
To earn this qualification delegates must pass the Foundation Certificate in IS Project Management:
Duration: 1 hour (60mins)
Type: 40 Multiple choice questions
Pass Mark: 65% required to pass (26/40)
*Mode***:** Closed book

Benefits

Upon passing your examination, make the most of your professional certification and continue your career development with a BCS Associate Membership. Whether you're looking for career support through the BCS global skills, training and development framework, SFIA*plus*, seeking promotion or a network of new contacts, the BCS are there to support you. BCS Associate membership provides exclusive access to resources, content and opportunities that will enrich your career.

How will I receive my BCS Associate Membership?

Upon **passing** your examination, BCS will contact you to activate your membership. Once activated you will be a BCS Associate Member and will have access to the wealth of benefits and support to help you in your career.