

# APM PROJECT FUNDAMENTALS QUALIFICATION (PFO)

## WHO SHOULD ATTEND?

This course is designed for those new to working in projects, or non-project staff who wish to gain a basic understanding of the project environment and project management terminology.

- Project team members who are new to the project environment
- Staff who are required to interact with the project team but may not be directly involved in project activity
- People who are considering a move into the project environment
- Project managers with an interest in being exposed to the terminology associated with best practice as defined by the APM
- Project team members interested in progressing with recognised project management qualifications

## LEARNING OUTCOMES

Participants completing this course will be able to:

- Understand project management and the operating environment
- Discuss the project life-cycle
- Perceive the management structure by which projects operate
- Perform project management planning
- Utilize project scope management
- Produce a schedule and use resource management techniques
- Identify and manage risks and issues
- Understand project quality management
- Improve communication in the project environment
- Understand principals of leadership and teamwork

## COURSE DELIVERY

### Classroom

(Open public course or in-house)  
2 days including exam preparation and official exam

### Online

Online self-study with online exam

## COST

### Classroom

£845 +VAT  
(minimum numbers apply for in-house course option)

### Online w/exam

£395 + VAT  
(3-month access)  
£425 + VAT  
(6-month access)  
£445 + VAT (12-month access)

### Online course only

£255 + VAT

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