Organisations across all sectors and industries use project management to manage their business, speed up innovation and effectively manage change. It is one of the fastest growing professions and a fundamental component of any successful career.

This course is based on the APM Body of Knowledge, it is a qualification designed to provide anyone with a better understanding of this exciting and challenging discipline. This course was formerly known as the APM Introductory Certificate in Project Management (APMIC).

**COURSE CONTENT**
- The Principles of Project Management
- Planning and scheduling
- Defining the optimum approach to complete each project successfully
- Communications
- Quality management
- Teamwork
- Resource management
- Risk management
- Achieving an efficient utilisation of resources
- Understanding and utilising the processes and techniques for effective management of risk
- Handover and review
- Ensuring a controlled handover of ‘outputs’ to the client and the capture of project experiences

**DURATION**
This is an intensive but enjoyable case-study based two day course with the exam at the end of the second day.

**PRE-REQUISITES**
There are no pre-requisites required to attend this course.

**ACCREDITATION**
- 60 questions
- Candidates should pass 36 questions to achieve a 60% pass mark
- Multiple-choice
- One hour duration

**Target Audience**
This course is designed for those with little or no project management experience who are looking to start a successful project management career, or wanting to understand the principles of project management excellence.

Successful candidates will be able to understand the language of project management and the structure of a successful project. They will be able to take an active part in a project team and make a positive contribution to any project environment.

**Scheduled Dates & Prices**
See our latest public schedule at [www.ilxgroup.com](http://www.ilxgroup.com) for dates, venues and prices.

**Reservations & Information**
To reserve your place on this course, or to find out more about in-house courses, please contact your local training advisor or email [sales@ilxgroup.com](mailto:sales@ilxgroup.com) for further assistance.