




## A to Z of Provek courses

Provek provide a wide range of open public courses or in-house single client courses available for developing you or your project and programme staff. For in-house delivery, most courses can also be tailored to an organisation's specific needs. Many courses also incorporate an exam enabling the individual to achieve an internationally recognised qualification. This document provides a list of Provek's available courses, master classes and workshops. Should you require project or programme management support or training not listed below, please contact Provek to discuss your specific needs.

### Qualification based - Courses and Workshops

Course / Workshop title    	Details						Suitability by role							
	Provek brochure reference	Duration / days	Open / Public Schedule places	In-house course available	Project Team member	Work-package manager	Project Planner	Project Office / Coordinator	Project or Programme Office manager	Junior Project Manager	Project Manager	Senior Project Manager	Programme Manager	Sponsor or senior manager
APM Introductory Certificate	B020	2	√	√	•	•	•	•		•				
APMP Certificate	B019	5	√	√		•		•	•	•	•			
APMP Certificate (modular)	B088	3 + 3.5	√	√		•		•	•	•	•			
APMP exam preparation workshop	B089	1		√		•		•	•	•	•			
APM PQ assessment event	B021	2	√	√				•		•	•			
APM PQ preparation workshop	B090	1		√				•		•	•			
APM Risk Management Certificate (Level 1)	B047	2	√	√		•	•	•	•	•	•			
PRINCE2® Foundation	B025	3	√	√	•	•	•	•	•	•	•			
PRINCE2® Foundation (self-study)	B026	3	√	√	•	•	•	•	•	•	•			
PRINCE2® Foundation & Practitioner	B018	5	√	√		•	•	•	•	•	•			
PRINCE2® Practitioner Revision workshop	B027	2	√	√		•	•	•	•	•	•			
PRINCE2® Practitioner Re-Registration workshop	B062	2	√	√		•	•	•	•	•	•	•		
MSP™ (Managing Successful Programmes) Foundation only	B091	4		√								•	•	•
MSP™ Foundation & Practitioner	B030	5	√	√								•	•	
MSP™ Advanced Practitioner only	B083	2		√									•	
PMI CAPM	B094	3		√	•	•	•	•	•	•				
PMI CAPM exam preparation	B095	2		√	•	•	•	•	•					
PMI PMP	B092	5		√							•	•		
PMI PMP exam preparation	B093	2		√							•	•		

## A to Z of Provek courses

### General Project or Programme Management and Topic specific courses (no exam)

Master Class / Workshop title	Details						Suitability by role							
	Provek brochure reference	Duration / days	Open / Public Schedule places	In-house course available	Project Team member	Work-package lead / manager	Project Planner	Project Office / Coordinator	Project or Programme Office mgr	Junior Project Manager	Project Manager	Senior Project Manager	Programme Manager	Sponsor or senior manager
<b>General Project or Programme management (no exam)</b>														
Professional Project Management	B016	3		√		•	•	•	•	•	•	•		
Project Management Overview	B029	1		√	•	•	•	•	•				•	•
PRINCE2 Overview	B013	1		√	•	•	•	•	•				•	•
PRINCE2 Overview for Sponsors	B035	0.5		√									•	•
Putting PRINCE2 in to practise	B081	2	√	√		•	•	•	•	•	•	•		
Project management overview for Sponsors	B058	0.5		√										•
Practical use of Microsoft Project	B024	1-2		√		•	•	•	•	•	•	•		
Programme Management Overview	B028	1		√				•	•	•	•	•	•	•
Effective programme management	B017	3		√								•	•	
<b>Topic specific (no exam)</b>														
Commercial skills for project managers	B045	1		√					•	•	•	•	•	
Soft skills for project managers	B084	2	√	√		•			•	•	•	•	•	
Client relationship management for project managers	B085	1		√		•			•	•	•	•	•	
Planning and estimating on projects	B080	1		√		•	•	•	•	•	•	•		
Risk management overview	B079	1		√	•	•	•	•	•	•	•	•	•	•
Project Reporting, Monitoring and Controlling	B082	1		√		•	•	•	•	•	•	•		
Earned Value Management overview	B078	1		√		•	•	•	•	•	•	•	•	
Closing projects & learning lessons	B077	1		√					•	•	•	•	•	
Benefits delivery from Projects and Programmes	B086	1	√	√							•	•	•	•

#### Further information:

Please contact Erica Gassor on 01635 524610 or [Erica.gassor@provek.co.uk](mailto:Erica.gassor@provek.co.uk)

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