SPOCE

TRAINING PROFESSIONALS

CELEBRATING 30 YEARS
SPOCE PROJECT MANAGEMENT
2022

SPOCE PROJECT MANAGEMENT LIMITED
Your number 1 choice for global project management training delivery

Course Brochure

30 years in the project management training industry

The first company in the world to deliver PRINCE2®, AgilePM®, PRINCE2 Agile® and MSP®

CONTENTS

Your number 1 choice for global project management training delivery

About SPOCE

10,000 — The number of training courses delivered by SPOCE

30 years in project management training

SPOCE Project Management is a global project, programme and risk management training provider - pioneers in delivering world class training.

We are the very first provider to deliver PRINCE2®, MSP®, AgilePM® and PRINCE2 Agile® training. We are also one of the largest providers of training materials in the world, being appointed official courseware provider for globally recognised methods including PRINCE2 Agile® and ITIL® Practitioner. 70% of the top training providers have used SPOCE resources.

SPOCE's courseware is produced by a pool of industry leading trainers to the highest standards, winning awards for innovation in learning.

Meet Paul Bradley, SPOCE MD & project management enthusiast

" We are proud to say that SPOCE Project Management is one of the longest standing project and programme training providers in the UK. "

Promotion of excellence

Paul Bradley is a leading authority on project management methods and techniques. With over 25 years in the industry, Paul's knowledge and experience is respected by clients, accreditation bodies and training organisations globally. Paul has been the Managing Director of SPOCE since 2005, and is an accredited trainer for PRINCE2®, APM and AgilePM®.

He is a regular presenter at seminars, providing information on project implementation drawn from his expertise as an accredited Axelos P3M3® Consultant. He has had two books published to enhance the training and use of PRINCE2®. His training and consultancy expertise is in great demand across a variety of project approaches and due to this, he has been asked to contribute to many official publications and research forums.

Passionate about delivering and maintaining quality standards in the training industry, Paul founded the ASPECT Association (Association for the Promotion of Excellence in Consultancy and Training) in 2012 to help ensure the integrity of accredited training. ASPECT has over 40 training companies committed to a published charter that reassures clients that their training provider will provide excellence in their service.

OUR STUDY OPTIONS

AWARD WINNING ELEARNING

ONLIVE VIRTUAL CLASSROOM

ON DEMAND VIRTUAL LEARNING

BESPOKE CLIENT WORKSHOPS

ONLIVE VIRTUAL CLASSROOM TRAINING

Want the flexibility and support of studying from the comfort of your own home or your desk but would still like the support of live trainer sessions? Welcome to SPOCE ONLIVE Virtual Classroom. Here you will be able to select a training schedule that suits your requirements. Live sessions delivered by the SPOCE expert training team. Interact with the trainer and the rest of the class. Live training but from a location that suits your needs not ours!

Delivered to a monthly schedule, we can invite you to become part of an interactive class where you will be guided through the syllabus and exam techniques by one of our industry leading trainers.

AWARD WINNING ELEARNING

SPOCE's industry leading e-Learning "Passport" is available for studying a variety of courses including PRINCE2®, AgilePM®, APM, PRINCE2 Agile® and MSP® to name but a few. Study at your own pace and purchase a package that can be entirely tailored to your study needs. Short or long term study periods and a variety of levels, the choice is yours. Some of the things that we include are:
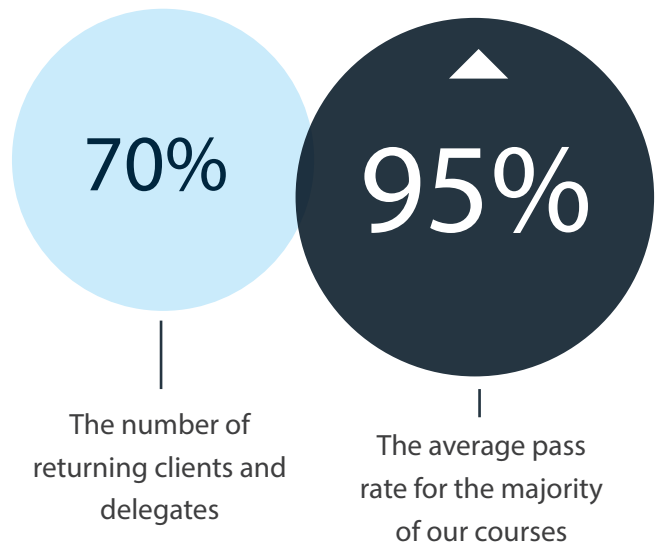
• Video and virtual character presentations
• Modules & interactive lessons aligned to the syllabus
• Support notes and references to the official manual
• Module level exam simulation aligned to the syllabus
• Foundation and Practitioner exam simulations
• Interactive exercises to consolidate the learning
• Progress reporting facility

ON DEMAND VIRTUAL CLASSROOM TRAINING

Want the feeling of taking part in the virtual classroom-setting but do not have time in your schedule to stick to a full time course over 2-5 days? Our On Demand packages provide you with a perfect alternative. We offer recorded sessions of each of the modules that the ONLIVE Virtual Classroom trainer delivers so that you have the same quality of course delivery but can go through this at a pace that suites you. This is 24/7 access to classroom training with follow on support.

BESPOKE CLIENT 'IN-HOUSE' TRAINING

Whatever the needs of your organisation, we have a bespoke package that will match your training needs. If you have 4 or more delgates wishing to train, we can either provide preferential rates to your organisation if they wish to sit on a public course, or we can train your delgates in-house for you at your chosen premises.

70%

The number of returning clients and delegates

95%

The average pass rate for the majority of our courses

WE WELCOME ALL ENHANCED LEARNING CREDITS

ELCAS ACCREDITED FOR OVER TEN YEARS

Whether you are currently in service or entering resettlement, you have probably already obtained many of the skills that are required to make a great project manager. (Ex) service personnel have great leadership, team building and organisational skills that match the role of project manager perfectly. You can get the qualifications you need to launch your career in project management using the Enhanced Learning Credits scheme (ELC).The Ministry Of Defence (MOD) Enhanced Learning Credits Scheme is an initiative to promote lifelong learning amongst members of the armed forces. SPOCE is registered with ELCAS to provide most of its courses for this scheme.

We are here to help

We have spoken to many delegates over the years that are wishing to use their Standard and Enhanced Learning credits and are here to make the process run as smoothly as possible for you. If you require some consultation on what may be the right course for you, then you have come to the right place. We have been helping our heroes in the forces wth their training needs for so many years, we consider ourselves experts on the process so are also here to advise if you have any questions on this.

We are here to advise on your Standard Learning Credits too!

Although you do not need to directly involve us when using your Standard Learning Credits we are still happy to help you make the right training choice with the credit allocation that you have.

Special rates for our heroes in the forces

So we can make transistion as smoothly as possible, we offer special rates on our most popular courses so that your next career move can be as accessible as possible.

10 YEARS ACCREDITED

YOUR ELCAS PROCESS MADE SIMPLE

IT'S WHAT WE DO!

Step 1
Contact our ELCAS Consultant on
01202 736373
sales@spoce.com

Step 2
With our expert advice on hand, choose from one of our many courses and combi courses

Step 3
Visit your ELCAS 'members area' and submit a Candidate Authorisation
Note (CAN) form

Step 4
Email a PDF copy of your CAN form to us at
sales@spoce.com

Step 5
Pay your personal contribution which is 20% of the overall course cost

and finally...
See you there and good luck!

Select from any of the followng titles

APM Training

AgilePM® Training

Change Management® Training

MoP® Training

PRINCE2® Training

PRINCE2 Agile® Training

MSP® Training

We can also tailor any combination of courses to your requirements,
for example:

Foundation and Practitoner level...

AgilePM® Foundation & Practitioner

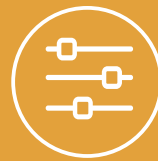A combination of approaches...

PRINCE2 Foundation & APM PMQ

A mix of project and programme...

PRINCE2® Practitioner & MSP® Foundation

OUR PORTFOLIO OF COURSES

PROJECT MANAGEMENT

PROGRAMME & PORTFOLIO

IT SERVICE AND CYBER RELATED

RISK AND CHANGE

Project Management training

PRINCE2® Project Management

AgilePM® Project Management

APM Project Management

PRINCE2 Agile® Project Management

Kanban

Programme Management Training

MSP® programme management

MoP® portfolio management

MoV® value management

P3O® support office

Risk and Change Training

Business Change Management

Better Business Cases™

Facilitation

M_o_R® risk management

GDPR and IT Training

ITIL® IT service management

GDPR Awareness

Resilia cyber security

VeriSM, DevOps, ISO 20000

COBIT

Contact us if you are interested in hearing more about any of the courses listed

01202 736 373

sales@spoce.com

www.spoce.com

SPOCE Project Management: Your number 1 choice for global project management training delivery

OUR LIST OF ACHIEVEMENTS

1997   PRINCE2®

Ran the worlds first ever PRINCE2 training course accredited by APMG

2000   MSP®

Delivered the very first MSP (Managing Successful Programmes) course with exams

2003   PRINCE2®

SPOCE ran the very first PRINCE2 Practitioner level training course

2006   MSP®

Created and launched the first MSP eLearning course

2008   DSDM

The very first DSDM eLearning course is launched by SPOCE

2012   ASPECT

Paul Bradley, SPOCE MD establishes ASPECT (Association for the Promotion of Excellence in Consultancy and Training)

2014   AXELOS

Became the first strategic partner of AXELOS (creators of PRINCE2 and MSP)

2015   AXELOS

Appointed the first ever courseware 'content provider' by AXELOS

2015   PRINCE2 AGILE®

First to deliver PRINCE2 Agile Practitioner

2016   PRINCE2® AGILE

Created and delivered the very first PRINCE2 Agile eLearning course

2017   PRINCE2®

First to deliver the new PRINCE2 6th edition course

2018   PRINCE2 AGILE®

First to deliver PRINCE2 Agile Foundation

2019   ONLIVE VIRTUAL CLASSROOM LAUNCHES

First UK training provider of our kind to deliver this learning option

PROFILE

SPOCE Project Management is a globally reecognised project and IT Service training provider that has been delivering world class training for 30 years. We pride ourselves on our quality of knowledge and training materials.

Over 70% of our business is repeat due to the high standards that we attain. Take a look at our timeline of achievements where we have been the first to deliver some of the greatest milestones in project and programme training history.

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About the course

PRINCE2®
ACCREDITED TRAINING ORGANIZATION
PeopleCert ON BEHALF OF AXELOS

Over 1 million PRINCE2® exams have been sat in over 15O countries worldwide, making it the world's most popular project management methodology. PRINCE2® (PRojects in a Controlled Environment) methodology is a structured project management approach that can be applied regardless of project scale, type, organisation, geography or culture. It is particularly aimed at people who are responsible for managing projects but also for those who need an understanding of how projects are run and the terminology used, including key stakeholders and project board members. It ensures that project management is focused on the continuing viability of the project in relation to its 'Business Case'.

The PRINCE2® study route

PRINCE2® Foundation is the entry level qualification designed to give an introduction to the method and is suitable for anyone involved in projects and wishing to gain a general understanding of the approach. The exam is a closed book 60 minute exam. The pass mark is 55%.

PRINCE2® Practitioner is the next level qualification for experienced project team members or key staff. It gives practical guidance on how to apply and tailor the method to projects. Prequisites required to sit this course are PRINCE2® Foundation level, Project Management Professional (PMP), Certified Associate in Project Management (CAPM) or IPMA Level A-D.

Why choose PRINCE2®?

BENEFITS THE ORGANISATION

- It's provides a common and universal language
- It manages uncertainty
- It is highly compatible with other project approaches
- It seeks continued justification for the project

BENEFITS THE INDIVIDUAL

- It is a game-changer on any job application
- It is the most widely recognised project management qualification in the world
- Its a clear route to project management qualification

BENEFITS THE PROJECTS

- It's teaches project professionals to learn from mistakes
- It can be applied to ANY project of any size or complexity
- It is so well known its terminology can be recognised anywhere

SPOCE Project Management: Your number 1 choice for global project management training delivery

About the course

As the only organisation to be awarded 'chartered status' in the project management industry, APM qualifications offer a clear route into the status of 'Chartered Project Professional'.

The APM study route

APM Project Fundamentals is an introductory certificate into the world of Project Management recommended for those with 0-2 years project experience. Developed by APM, the 'Chartered Body for Project Professionals', it is an entry level qualification from the Association for Project Management (APM). Successful candidates will have shown a good understanding of the basic tools, techniques and principles of project management through a one-hour multiple choice based examination. Holders of the certificate have demonstrated that they understand the project environment and how to work with project managers in all types of organisations.

APM PMQ (Project Management Qualification) is the next level up and recommended for those with 2- 5 years experience. Delegates will learn more about how the elements of project management interact with each other and how to apply these elements practically to their own projects. Those that are already PRINCE2® Practitioner qualified can sit APM PMQ for PRINCE2® Practitioners which is a shorter exam. 46% of APM PMQ holders earn more than £50,000 per year (APM Website).

Why choose APM?

Established: APM was formed in 1972 and in 2017 was awarded a 'royal charter' as part of its strategy to raise awareness and standards in the profession. When you study with APM you can benefit from a whole range of membership initiatives, qualifications, publications and events. Professionalism: The APM '5 Dimensions of Professionalism' provides a framework that helps you to develop your career and can be a clear route to becoming a 'Chartered Project Professional'.

Breadth: The APM 'Body of Knowledge' defines the knowledge needed to manage any kind of project.
Depth: The APM 'Competence Framework' provides a guide to project management competences.
Achievement: APM qualifications are recognised across the profession and aligned with IPMA's Four Level Certification Program.
Accountability: The APM Code of Professional Conduct outlines the ethical practice expected of a project professional. Becoming an APM member shows your commitment and sets you apart.
Commitment: Continuing Professional Development (CPD) helps develop your project management practice. A targeted development plan will enhance your project management career.

AgilePM®

Managing projects in an agile way

APMG International™ AgilePM®

About AgilePM®

Are you working in a project environment that requires you to be agile? Or about to embark on a career that requires agility? Launched in November 2010, the AgilePM® Agile Project Management training scheme aims to address the needs of those working in a project-focused environment (such as PRINCE2®) who want, or need, to be agile. Based on the proven fundamentals of DSDM, it provides the ability to deliver agile projects in organisations requiring standards, rigour and visibility around project management, while at the same time enabling the fast pace, change and empowerment provided by agile management methods. It is fully scalable and provides excellent integration with PRINCE2®.

The AgilePM® study route

The study route begins with the entry level AgilePM Foundation qualification which can be taken as a 2-day virtual classroom course with SPOCE or an e-Learning with variable study access. The foundation level is aimed at anyone that is new to projects or is working within projects but not yet qualified. In the foundation level you will learn: The philosophy and principles of agile; the lifecycle of an agile project; the products produced during an agile project and their purpose; the roles and responsibilities.

The practitioner qualification tests candidates knowledge and experience in scenario based exam questions. This allows assesment of their ability to apply what they have learned to project scenarios.

Why choose AgilePM®?

Gain an understanding of agile and agility and the ability to apply the relevant project management method.

Promote trust and close co-operation between the business and developers, giving ongoing visibility.

Combine knowledge of more traditional project management methodologies (with agile) to better adapt.

Improve time-to-market and project success rates while simultaneously accelerating results.

Deliver change faster, at a lower cost and with lower risk by continually validating project milestones.

Complements and works with existing corporate processes such as PRINCE2®.

Achieves better communication and control over projects and adapts project plans without disrupting the project budget, timescale and scope.

MSP® 5th edition

1st to deliver

Managing Successful Programmes

MSP®
ACCREDITED TRAINING ORGANIZATION
PeopleCert ON BEHALF OF AXELOS

About MSP®

Transformation, change and long term policy implementation! If your organisation is going through these then MSP® (Managing Sucessful Programmes) should be on your radar. It is is all about transformation and big change. It is the guidance that provides and maintains a strategic view over the set of projects, aligning and co-ordinating them within a programme of business change in support of specific business strategies. It is suitable for any organisation or individual seeing the need for a controlled approach to managing its programmes.
- Envisioning and communicating a better future
- Focusing on the benefits and threats to them
- Adding value
- Designing and delivering a coherent capability

The MSP® study route

MSP® Foundation and Practitioner classroom is a 3 - 5 day virtual course (depending on which level the delegate wishes to take). It consists of a mixture of trainer presentations, practical work and exams. The course is designed to be more workshop than presentation. You can expect your trainer to involve you all as much as possible, through discussions in the classroom, bringing in your own experiences in programmes, and through reviews of your practical work during the course.

The course can also be taken as an online e-Learning course or On Demand (typically purchased for 6 months).

Why choose MSP®?

Managing Successful Programmes (MSP®) 5th edition is a full rework of 4th edition and accounts for a number of key changes such as; the digital age, volatility of the business environment, previous misconceptions about what MSP® actually does (i.e. it is not just a very big project). Also importantly the increasing use of agile delivery methods and their role in outcomes of benefits is covered. SPOCE now offer this approach in every learning option; eLearning, (virtual) classroom, On Demand 24 hour access and in-house client training.

It can be used in harmony with other 'Best Management Practice' guidance, such as PRINCE2® and M_o_R® and any international or internal organisational standards.

It is highly suitable for business transformation and political/societal change.

It accommodates high levels of complexity, ambiguity and risk. Ensures 'Programmes' are always planned and managed with an end in mind. MSP is an essential component of AXELOS Propath study route.

1st to deliver

PRINCE2 Agile®

About PRINCE2 Agile®

PRINCE2 Agile® is the world's most complete project management solution, combining the flexibility and responsiveness of Agile with the clearly defined framework of PRINCE2®. PRINCE2 Agile® is now a clear study route for forward-thinking organisations and individuals that would like further guidance on how to apply agile development methods to PRINCE2®, the world's most recognised project management method.

The PRINCE2® Agile study route

PRINCE2 Agile® Foundation is the pre-requisite to practitioner (along with PRINCE2®) and can now be taken as an e-Learning, On Demand course and a virtual classroom course.

PRINCE2 Agile® Practitioner level qualification launched officially in 2015. It was introduced originally to enable PRINCE2® Practitioners to study the application of agile methods within PRINCE2®. Prior knowledge of PRINCE2® was required for an understanding of the course. However, with the new study route, delegates can study PRINCE2 Agile Practitioner whether they have PRINCE2 Foundation or PRINCE2 Agile Foundation. The practitioner level will provide them with an understading of how to apply agile practices such as Scrum and Kanban within the structured framwork of PRINCE2®.

Why choose PRINCE2 Agile?

While agile methods create the perfect balance for those wishing to apply the customer centric and highly flexible Scrum and Kanban, an understanding of the structured framework and universal terminology of PRINCE2® is also considered essential in project management and many organisations want to strike a balance of the two. PRINCE2 Agile®, now with it's foundation level qualification and clear study route, is the perfect option.

Like PRINCE2® it is scalable and can be applied to any type of project within any industry with an emphasis on agile.

Allows projects and project managers to focus on both the management and delivery.

Will work with any established agile development approach.

Is a collaboratively-built programme that is corporate-friendly.

Business Change Management® APMG

About Change Management®

Business Change Management focuses on the people involved and affected by change in your organisation. For change to be successful, the right people need to be involved in making the decisions, planning and implementing the change. Everyone affected by the change (the users) need to support it and make the decision to work in new ways. If this doesn't happen, however well planned and managed your project is, the change will not take place and benefits will not be realised. Through study of 'The Effective Change Manager's Handbook', this course provides a practical and informative pathway of understanding through the range of principles, theories and the practice of APMG accredited Change Management.

The Change Management® study route

Change Management Foundation is the entry qualification for this course. It is suitable for anyone embarking on a Change Management career or anyone with a need to understand the basic principles of Change Management and how it can transition organisations. It is also suitable for Change Managers pursuing the accreditation route to practitoner, for which this is a prerequisite.

Change Management Practitioner is the next level for aspiring or current Change Managers or those that are directly involved in organisational change. Change Management practitioners will learn to apply the framework that underpins Change Mangement and how to prepare the people within their organisation for change.

Why choose Change Management?

Despite the increased professionalisation of project and programme management over the past few decades, change projects continue to have high failure levels. Projects with excellent Business Change Management are six times more likely to meet objectives than those with poor Change Management.

Increase 'buy in' for change, reducing resistance and addressing concerns.

Ensure the changes are suitable, workable and acceptable for all.

Ensure the change is owned and supported throughout the organisation.

Take 'people issues' into consideration when making decisions.

Ensure affected users know why it is happening, what they need to do and how they will be supported.

Ensure new ways of working are sustainable and embedded so the benefits can be realised.

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