

Prince2 Online Virtual Classroom Training

How courses are planned to work

Day classes: On each of the five days, three sessions of 2 hours each, will be held. The standard times of each session will be 08:30 – 10:00, 10:30 – 12:00, 13:15 – 14:45 and 15:15 – 16:45. At the start of each course the group could decide to adjust the session times. For the foundation first three days, the total session time should be eleven training sessions of 1.5 hours each (16.5 hours) leaving 1.5 hours to write the foundation exam at the end of the third day. Next scheduled Prince2 course: 4 – 8 May 2020 and then twice a month thereafter.

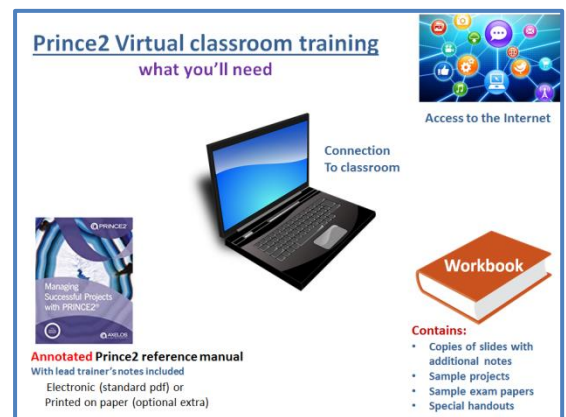
Evening classes: The basic schedule for the course will be to meet twice every week during the hours of 19:30 to 21:00. At the start of each course the group could decide to adjust the session times. The total session time should be 12 sessions of 1.5 hours (18 hours).

Next scheduled Prince2 course: 7 & 9 April, 14 & 16 April, 21 & 23 April, 28 & 30 April, 5 & 7 May and 12 & 14 May

Examinations: During the first three days of each course, each delegate will be provided with OLP examination vouchers (Online Proctoring), that will allow delegates to book their exam sittings when they feel ready. They will be invigilated remotely by Peoplecert. For further details on proctoring, please see: <https://www.peoplecert.org/ways-to-get-certified/PeopleCert-Online-Proctoring>. Examination vouchers will be valid for one year and can be used at any time (that the delegate decides) during that year and can be performed in the comfort of their home or at their workplace.

Examination vouchers will only be provided once the course has been fully paid for.

Course booking: Once payment terms have been agreed, you will receive a pre-course preparation booklet, memory map and an annotated electronic version of the official Prince2 reference manual. We suggest six hours of course preparation. Just before the course commences, you will be couriered a printed copy of the foundation workbook that includes sample exams which will be used during the course. Optionally a printed copy of the Prince2 reference manual can be provided at an additional fee. At the end of the third day, practitioner sample exams will be mailed to you for use during the second part of the course.



Connectivity: During the week before the course starts, a connectivity testing session will be held to ensure that the first training session proceeds smoothly. Although the delegate is responsible for their side of the connectivity, everything possible will be done to ensure the course can commence without disruption. To ensure peace-of-mind (before confirming booking) we would be happy to conduct a trial connectivity test. While preparing your readiness for the course, we would suggest ensuring that your computer's sound, microphone, lighting (load shedding is still a probability), internet access and outside sound interference are manageable and **can** be controlled e.g. barking dogs, ringing phones, a noisy workshop next door, etc. During the course, the trainer could mute your sound to exclude unplanned disturbances.

Benefits:

- Supports the national Covid-19 guidelines and avoids the risk of your being tested positive
- Able to receive accredited training while in your home or office
- Less commuting to training venue, providing less travel cost and saving precious time
- Greatly reduced "overall" training costs, but retains the atmosphere of a classroom environment

Individual course outlines for the accredited Prince2 courses are available on request.