

Prince2® 7 Virtual Online Classroom Training

How courses are planned to work – 2024.

Day classes: On each of the five days, four training sessions will be held. The standard times of each session will be 08:30 – 10:00, 10:30 – 12:00, 12:45 – 14:15 and 14:45 – 16:15. At the start of each course the group could decide to adjust the session times. During the first three days the foundation course will be delivered.

The fourth and fifth days will be devoted to preparation of the practitioner exam. The sitting of the practitioner exam is planned for the following week, typically on the Tuesday morning.

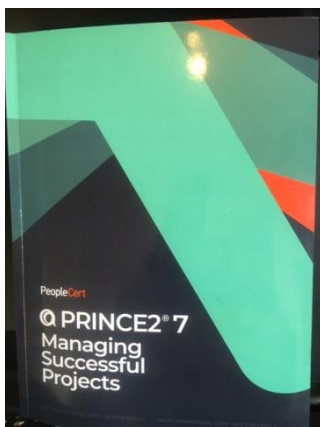
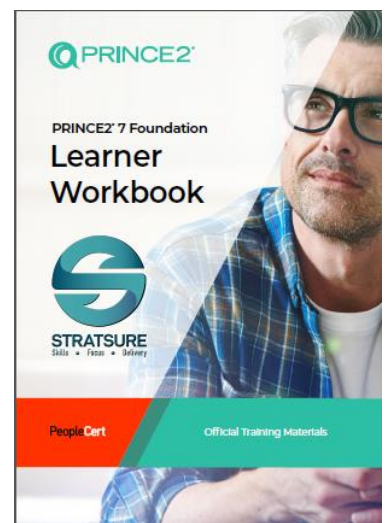
As an optional addition (which costs approximately R1 200) a practitioner mock exam can be ordered.

The purpose of taking the mock exam is to learn sufficient lessons that will increase the chances of success in the real exam that will follow.

Evening classes: These can be arranged on request.

Course booking and pre-course preparation: Once payment terms have been agreed, a virtual meeting will be scheduled to set your laptop up to perform the pre-course work. During this meeting you will receive a pre-course preparation booklet, memory map and your eBook version of the official Prince2® 7 reference manual. We suggest that the pre-course assignments be performed thoroughly. Ideally a two-week period should be scheduled to prepare.

Just before the foundation course commences, you will be couriered a printed copy of the **Learner Workbook** that includes sample exams which will be used during the course. 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 pre-course virtual meeting, connectivity testing will be performed, to ensure that the first day of the course 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.

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, noisy outsider interruptions, etc. During the course, the trainer could request that you mute your sound to exclude undesirable disturbances.

Using course files provided: During the week preceding the course, a 2 hour zoom meeting will be held to familiarise you with how the electronic files (provided to you) should be used for best results. One of the files provided will be a list of proposed **highlighting** items that should be made while performing the pre-course reading assignments. The objective is to assist with being aware of important and examinable text, compare to the standard text.

Benefits of virtual training:

- Able to receive accredited training while in your home or office with less interruptions
- Avoiding commuting to a training venue and accompanying 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® 7 courses are available on request.