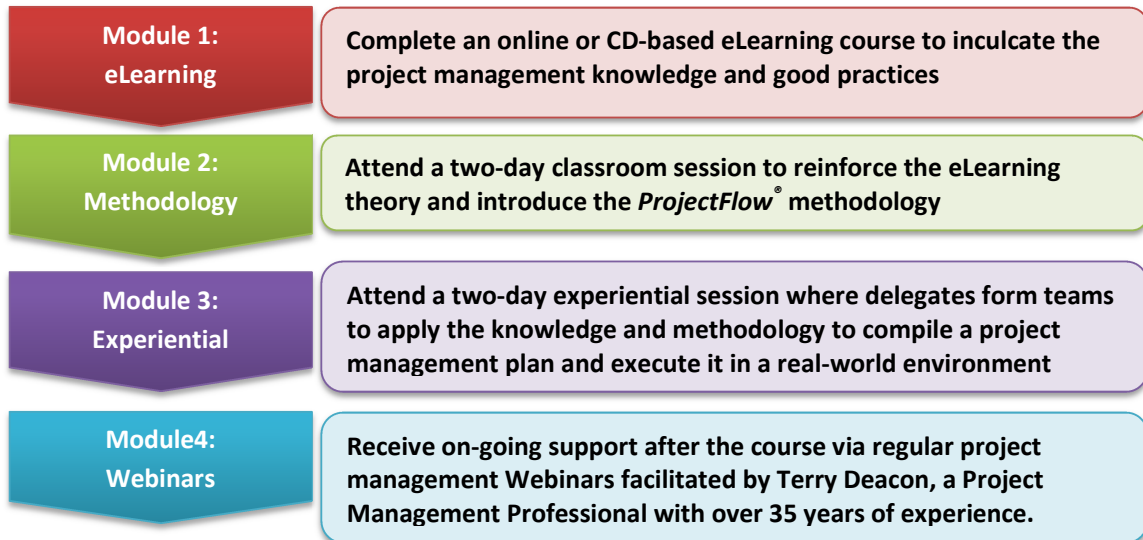


## Blended E-learning and Experiential Programme (BEEP)

ProjectPro now offers the popular *ProjectFlow*® project management methodology course as a Blended E-learning and Experiential Programme (BEEP).

The BEEP programme comprises 4 modules as follows:



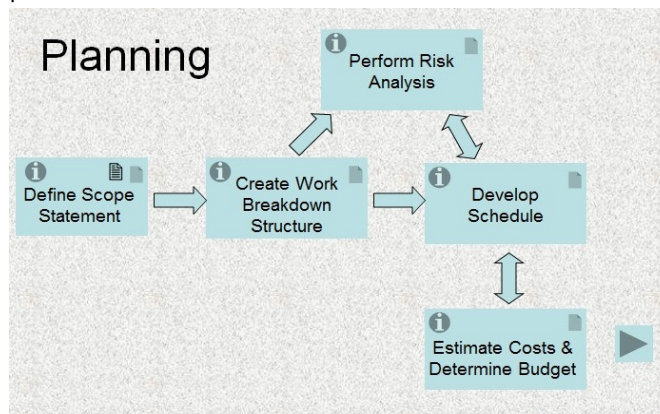
### **Module 1: eLearning**

On registering for the BEEP programme delegates receive a username and password to access Module 1, the online e-learning course. They also receive a copy of the Project Management Institute's (PMI)® Project Management Body of Knowledge (PMBOK® Guide) 5<sup>th</sup> Edition to study during the e-learning course which covers the ten management areas of Integration, Scope, Time, Cost, Quality, Communications, Human Resources, Risk, Stakeholders and Procurement, as well as the process groups of Initiating, Planning, Executing, Monitoring & Controlling and Closing. Delegates must pass the theory test on completing the e-learning course with at least 50% to proceed to Module 2.

### **Module 2: *ProjectFlow*® Methodology**

Module 2 comprises two consecutive days of classroom training. Each delegate receives a CD containing the *ProjectFlow*® methodology which is based on the latest PMBOK 5<sup>th</sup> edition. This methodology is used on the course to take the delegate through the sequential flow of project management processes and documentation from Project Charter through all the phases to Project Closeout. Templates and sample documents are provided on the CD for ease of use and to maintain a consistent planning approach.

The first day of Module 2 of the *ProjectFlow*® is spent revising the theory taught on Module 1 and exploring the PMBOK 5<sup>th</sup> Edition. The second day introduces the *ProjectFlow*® methodology using the CD provided. It is recommended that each delegate bring their own laptop, but this is not essential as each team will be provided with one.



### **Module 3: Experiential**

On days three and four the *ProjectFlow*® teams must develop a major deliverable, namely a Project Management Plan. Using real-world tools such as laptop computers loaded with the *ProjectFlow*® methodology, Microsoft Project, PowerPoint, Excel, Access, Word, the course is placed in the correct context. The techniques learned are applied to test the delegates understanding thereof e.g. producing a scope statement, work breakdown structure, project organisational structure, risk analysis, responsibility assignment matrix, activity networks, critical path analysis, budget, earned value management, etc.

At the end of day three each team member has an opportunity to present a portion of their Project Management Plan using presentation tools such as Microsoft Project, PowerPoint, flipcharts, etc. The facilitator gives feedback to the teams on their Project Management Plan and the presentation thereof on the morning of day four. Thereafter the teams execute the project that they have planned using Earned Value Management to track their cost and schedule performance. The projects vary depending on the location and client requirements. Examples are:

- using an actual project that the team is going to be involved in
- building and paddling rafts to execute a search and recovery exercise for a submerged treasure chest
- build a bridge for the team to cross an obstruction.

For the latter two options ProjectPro supplies the building materials.



Projects and courses must all come to an end. On the afternoon of day four the final deliverable for the *ProjectFlow*<sup>®</sup> is to produce a close-out report on the achievement of project objectives and to document the lessons learned. At the end-of-course function, after four days of intense effort, the delegates can at last relax and recall their experiences over well-deserved-sundowners. Certificates of Achievement are awarded on successful completion of the *ProjectFlow*<sup>®</sup>.

#### **Module 4: Webinars**

Online Webinars are held at regular intervals after module 3. The webinars use the Webex technology which allows a facilitator to interact with the delegates over the Internet, to answer questions and to update them on the latest project management developments.

#### **Programme Kit**

Each delegate receives:

- an online elearning course
- PMBOK Guide 5<sup>th</sup> Edition
- comprehensive course manual with worksheets
- Project Management Guideline
- *ProjectFlow*<sup>®</sup> methodology CDs
- ProjectPro T-shirt
- Team photo
- ProjectPro Certificate of Achievement
- lunch and refreshments.



The *ProjectFlow*<sup>®</sup> programme also serves as excellent preparation for those wishing to obtain:

- Certification with the Project Management Institute (PMI)<sup>®</sup> as a Certified Associate in Project Management (CAPM) or as a Project Management Professional (PMP)<sup>®</sup>
- Registration with the South African Council of Project and Construction Management Professions (SACPCMP) as a Professional Construction Project Manager (Pr CPM)

Delegates may choose to attend all 4 modules of BEEP or just modules 2 and 3.

Public *ProjectFlow*<sup>®</sup> courses are held regularly at the Centurion Lake Hotel, Gauteng. Visit our website [www.projectpro.co.za](http://www.projectpro.co.za) or [www.projectpropm.com](http://www.projectpropm.com) for course dates and fees. In-house courses can be arranged anywhere in South Africa.