

# MSP® Foundation - latest version

## Course Syllabus

3 Days Duration

### OVERVIEW AND PRINCIPLES

- The Programme Environment
- Programme Scaling
- The Programme Mandate
- The Vision Statement
- The Programme Blueprint
- Programme Processes Flow
- Programme Management Roles

### IDENTIFYING A PROGRAMME

- The Mandate and Programme Brief
- The Vision Statement

### STAKEHOLDER MANAGEMENT

- Identification and Analysis
- The Stakeholder Map
- Communication Strategy
- The Communication Plan
- Communication Channels

### DEFINING A PROGRAMME

- Programme Definition
- Use of the Blueprint
- Business Strategy Flow
- The Programme Business Case
- Quality Management Strategy
- The Programme and Financial Plan

### ISSUE AND RISK MANAGEMENT

- The Issue Log
- Programme and Project Issues
- Programme Risks
- Risk Management Strategy
- The Risk Log and Risk Responsibilities

### BENEFITS MANAGEMENT

- Definition and Process
- The Vision Statement and Blueprint
- Direct and Indirect Benefits
- Benefits Management Strategy
- The Benefits Plan and Benefits Profiles
- Programme Benefit Reviews

### PROGRAMME PLANNING

- The Planning Process
- Tranches and Programme Dependencies
- The Programme Plan and Planning Activities

### ESTABLISHING A PROGRAMME

- Programme Activities
- Results, decisions and responsibilities

### ORGANISATION

- Programme Management Roles
- Tailoring and Linked Roles
- Organisational Structure
- The Programme Director and Manager
- The Business Change Manager
- The Programme Support Office and Programme Assurance

### QUALITY AND CONFIGURATION MANAGEMENT

- Quality Management
- Quality Management Strategy
- Responsibilities for Quality
- Configuration Management
- Change Control and Audit

### MANAGING THE PORTFOLIO

- Purpose
- The Project Portfolio activities

### DELIVERING BENEFITS

- Benefits Management
- Benefits Management Strategy
- The Blueprint
- Benefits Plan and Benefit Profiles

### CLOSING A PROGRAMME

- Blueprint and Benefits Plan and Profiles
- Benefits Management Strategy

## **EXAMINATION**

- The MSP Foundation examination is a 40 minute multiple choice paper, taken on the morning of the fourth day.