

Other Related Certification Courses that offer:
 PRINCE2® - Project Management and Governance Methodology
 MSP® - Managing Successful Programmes
 P3O® - Portfolio, Programme and Project Offices
 MoP® - Management of Portfolios
 BASA - Business and Systems Analysis
 TOGAF® 9.1 Certification Training
 OBASHI® Foundation Course



Registration Information For Accredited Certification in PRINCE2® courses

Course Schedule for 2017 :

P2 Foundation Level (ONLY)	13 - 15 Mar	17 - 20 Apr	15 - 18 May	13 - 16 Jun	10 - 13 Jul	14 - 17 Aug	4 - 7 Sep	9 - 12 Oct	13 - 16 Nov	4 - 7 Dec	15 - 18 Jan 2018	5 - 8 Feb 2018
P2 Foundation & Practitioner (Both)	13 - 18 Mar	17 - 22 Apr	15 - 20 May		10 - 15 Jul	14 - 19 Aug	4 - 9 Sep	9 - 14 Oct	13 - 18 Nov	4 - 9 Dec	15 - 20 Jan 2018	5 - 10 Feb 2018
P2 Practitioner (ONLY)	5 - 18 Mar	20 - 22 Apr	18 - 20 May	19 - 21 Jun	13 - 15 Jul	17 - 19 Aug	7 - 9 Sep	12 - 14 Oct	16 - 18 Nov	7 - 9 Dec	18 - 20 Jan 2018	8 - 10 Feb 2018

Course Timing: 9.00 am to 5.00 pm (*optional additional evening tuition available for those who need it)

Info Spec Sdn Bhd (107393-w) * 34 years of service *

Course Venue: InfoSpec Training Centre

Suite 1309, 13th Flr, Menara AMCORP, 18 Persiaran Barat, 46050 Petaling Jaya, Selangor
 (Opposite Taman Jaya LRT Station - Kelana Jaya Line(PutraLine), same Tower as Star Bucks Coffee)

Tel: (603) 7957-1806

Fax: (603) 7957-1807

Mobile: (016)6199-188

Email : info@infospec.com.my

www.infospec.com.my

Course Fees are subject ed to 6% GST

Course Fee

Code	Course Title	Fee Per Person	Group of 3 Fee per person	Group of 5 Fee per person
P2- F ONLY	Accredited PRINCE2 Foundation Level Training (4 Day) Include PRINCE2 Official Manual, Foundation Exam Fee and all course materials	RM4,500	RM4,300	RM4,200
P2- F + P2-P	Accredited PRINCE2 Foundation & Practitioner Level (6-Day) Include PRINCE2 Official Manual, Foundation & practitioner Exam Fees and all course materials	RM7,100	RM6,900	RM6,700
P2- P	Accredited PRINCE2 Practitioner Level Training (3-Day) Include PRINCE2 Practitioner Exam Fee and all course materials	RM4,100	RM3,900	RM3,700

Fee includes Exams fees, PRINCE2: 2009 Official Manual, PRINCE2 Process Model Wall Chart, pre-course work and all course materials, refreshments. Pre-course Study Pack & PRINCE 2 manual will be sent upon received of confirmed P.O. & payment. . Fees are subject to 6 % GST.

Please call +603-79571806 or whatsapp 0162628131 for MYPROCERT 2017 Special Course Fees and GRANT amount up to RM1,500 for eligible candidate.

*** Fee claimable under PSMB SBL KHAS/ SBL schemes**

Bank Details:

Bank A/C #: 312-699-560-2

A/C Name: Info Spec Sdn Bhd

Bank Name: PUBLIC Bank Berhad.

Branch: PJ New Town Branch, Petaling jaya, Selangor.

Bank Swift Code: PBBEMYKL

MOF Contractor #: 357-00040449

REGISTRATION FORM - PRINCE2 Certification Training

Please fax to +603-7957-1807, or email to info@infospec.com.my

Company/Department: _____
 Address: _____
 Tel: _____ Fax: _____ Contact Person: _____
 Email: _____ Registration Made By: _____
 Approved By: _____ Designation: _____ Signature: _____
 Cheque No: _____ for RM: _____ P.O./L.O. # _____
 Attendees:
 Name1: _____ Course Code: _____ Date: _____
 Name2: _____ Course Code: _____ Date: _____
 Name3: _____ Course Code: _____ Date: _____
 Name4: _____ Course Code: _____ Date: _____
 Name5: _____ Course Code: _____ Date: _____
 Any Remarks: _____

Seats strictly limited by trainer!

REGISTER NOW - ENSURE YOUR PLACE!

version: 2017



TRAINING ORGANIZATION ACCREDITED BY

PEOPLECERT ON BEHALF OF AXELOS

Foundation and Practitioner

Accredited Certification

PRINCE2

Foundation & Practitioner

Level Training

Date :

13 - 18 Mar 2017

17 - 22 Apr 2017

15 - 20 May 2017

13 - 16 Jun 2017(Foundation)

19 - 21 Jun 2017(Practitioner)

10 - 15 Jul 2017

14 - 19 Aug 2017

4 - 9 Sep 2017

9 - 14 Oct 2017

13 - 18 Nov 2017

4 - 9 Dec 2017

15 - 20 Jan 2018

5 - 10 Feb 2018



TRAINING ORGANIZATION ACCREDITED BY

APMG International ON BEHALF OF AXELOS

PRINCE2 (Projects in a Controlled Environment) is internationally accepted as the leading "best practice" project management approach. Currently, there are more than 1,000,000 successful PRINCE2 delegates throughout the world!

This 6 day programme provides participants with a thorough coverage of all aspects of the PRINCE2 project management methodology and its practical applications. The course focuses on how to apply the integrated elements of PRINCE2 (Principles, Themes, Processes and Tailoring within a project environment). Real life scenarios to ensure that participants can successfully apply concepts learned to local and international projects.

Info Spec is accredited by APMG / PEOPLECERT as an Accredited Training Organization (ATO) for PRINCE2®, MSP®, P3O®, MoP® training.



www.infospec.com.my

Tel: +603-7957 1806

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Accredited PRINCE2® Foundation & Practitioner Level

Overview

PRINCE2 (Projects in a Controlled Environment) is internationally accepted as the leading "best practice" project management approach. The method is scalable and can be tailored to reflect any organisation's existing standards, approaches and business.

Learning Outcome

- Understand the PRINCE2 method at the Foundation Level and, where chosen, the Practitioner level.
- Understand how to apply the integrated elements of PRINCE2 (principles, processes, themes and tailoring within a work environment).
- Understand the benefits and principles underlying a structured approach to project management.
- Help delegates to operate effectively with colleagues and managers within a structured project management environment.
- To pass the PRINCE2 Foundation Exam, where chosen, the PRINCE2 Practitioner Level Exam.

In-House Training

The tailoring of the PRINCE2 certification programme for all our **in-house training is complimentary**. We highly recommend that you take this option.

We can swiftly build the **tailored private programme** using detail about your organisation, its culture, infrastructure, issues, project materials etc, to be used as real life working examples.

Who Should Attend ?

- Project Managers
- Programme Managers
- Team Managers and support staff
- General Managers, CEOs & Stakeholders
- Staff who will have a defined role in a project
- Auditors, Accountants, Project Assurance & Risk Management Staff
- Project Management Consultants
- Systems Analysts & Business Analysts
- Anyone who involves in a project
- Anyone who intend to be a PRINCE2 Trainer or Consultant

Approach

The event will be delivered by an approved PRINCE2 Trainers with practical experience of using the PRINCE2 method over a wide range of projects.

The style of delivery will be instructor-led with the trainer taking attendees through each elements of the Method and illustrating each key point with examples.

Questions and discussions will be encouraged throughout the event.

A summary of how each Process operates and the linkages that exist between the PRINCE2 Themes & Processes will be presented using Process Integration Models.

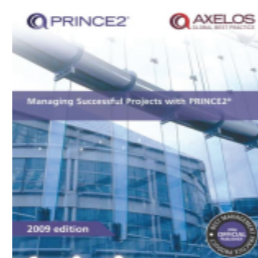
Joining instructions including pre-course study pack and PRINCE2 manual are sent out approximately 1-2 weeks before the course start date. Typically pre-course preparation will require 6-8 hours of study.

Info Spec Established Since 1983

Info Spec is the FIRST Accredited Training Organisation (ATO) in Malaysia for PRINCE2® (Project In A Controlled Environment), P3O® (Portfolio, Programme & Project Offices), MoP® (Management of Portfolios), MSP® (Managing Successful Programmes), OBASHI® (Business & IT Management Method).

Trainer Profile

All our PRINCE2 trainers are approved by APMG / PEOPLECERT. They are practising project, programme and portfolio managers with considerable experience in a wide range of public and industry sectors.



Delegate will receive an official PRINCE2 Methodology Manual & other pre-course plus post course materials

Info Spec

Please call us at +603-79571806 or send us an email at info@infospec.com.my or mooifah@infospec.com.my

Course Content

PRINCE2® Foundation Level

Course Introduction

- Course Objectives
- Structure & Approach

PRINCE2 Principles

- Continued Business Justification
- Learn from Experience
- Defined roles & responsibilities
- Manage by Stages
- Manage by Exception
- Focus on Products
- Tailor to suit the project environment

PRINCE2 Processes

- PRINCE2 is a process-based approach for project management. There are 7 processes in PRINCE2 which provide the set of activities required to direct, manage and deliver a project successfully.

- **InfoSpec's PRINCE2 Process Integration Model** will be used to help delegates understand & appreciate what should be done to manage each project and why it should be done and when in the project life cycle.

PRINCE2 Themes

- Business Case
- Organisation
- Plans
- Progress
- Change
- Quality
- Risk

Case Study

- PRINCE2 Project Walk Through

Exam Technique & Foundation Exam

- PRINCE2 Foundation Exam

Foundation Certificate is a mandatory pre-requisite to undertake the Practitioners exam and is held on Day 4 of the program

- Multiple-Choice
- One hour duration
- 75 questions
- Closed book

PRINCE2 Practitioner Level

Course Introduction

- Scheme & Approach

Project Model Walk Through

- PRINCE2 Principles
- PRINCE2 Themes
- PRINCE2 Processes
- PRINCE2 Roles
- Tailoring PRINCE2 in a project environment

PRINCE2 Project Scenarios

- Business Case
- Organisation
- Quality In A Project Environment
- Product Based Planning
- Management of Risk
- CHANGE Control
- Plans
- Progress (Monitor & Control)

Discussions on how to implement

PRINCE2 in your working environment & tailoring the application of PRINCE2 relevant to the size, complexity, risk and importance of a project in a real work environment.

Practical Exercises

Practitioner Level:

Delegates are required to **demonstrate the Application of the PRINCE2 Method through:**

- Appropriate use of themes
- Creation of management products
- Ability to apply appropriate tailoring of the PRINCE2 processes and themes

Exam Structure & Techniques

PRINCE2 Practitioner Exam (2 & 1/2 Hours)

- Practitioner exam is held on Day 6
- 8 questions, with a scenario background & appendices.
- 2 1/2 - hours duration
- Open-book examination (only PRINCE2® Manual is allowed)
- Candidate need to score 55% or more marks to pass.