

E-LEARNING REFRESHER COURSE ABOUT UNI 11648:2022

(OPTIONAL BLENDED E-LEARNING COURSE)

Duration: 5 hours + (optional) 1 hour of virtual training (blended e-learning)

Course designed for:

- anyone who wishes to make the transition from the UNI 11648:2016 certification to the UNI 11648:2022 certification, here is a refresher course whose contents focus specifically on the UNI 11648:2022 (Non-regulated professional activities – Project Manager – Knowledge, skill, autonomy and responsibility requirements) and the innovations introduced by it.
- anyone who wishes to complete their own preparation in Project Management knowledge with insight into the practices along the guidelines provided by the UNI 11648:2022 Standard and the Knowledge and skills in applying the techniques of project management defined in UNI 11648:2022.
- Project managers, team leaders, Project Leaders, Product Managers, consultants and others involved in project management activities
- RUP (Sole Project Manager, formerly of proceedings) of public works
- Managers of works management or execution of public contracts.

Titles issued:

- *Certificate of attendance of the course*

Teaching materials (included in the price):

- *Slides (presentation and teaching) in pdf format*
- *Video lessons by senior PM teachers*
- *Multiple choice questions to test learning*
- *(OPTIONAL) online meeting with the teacher to test the learning and understanding of the key topics*

Teaching methods:

- *Asynchronous lesson: A4PM® e-learning*
- *(OPTIONAL) Synchronous/Asynchronous lesson: A4PM® blended e-learning*
- *Course made in Italian language*

Teachers:

- *The teachers of the A4PM® courses are accredited professionals with a long experience, consolidated both in the project management activity and in training.*
- *The teacher of the refresher course according to UNI 11648:2022 is UNI 11648 certified and registered in the ACCREDIA register.*

Characteristics and Purpose:

- *The online refresher course for the UNI 11648:2022 Project Management standard was designed by A4PM®, defining the elements of knowledge that are considered necessary to consolidate a professional path as a Project Manager and for those who operate in various capacities in a project context, aligning itself with the only Italian standard that defines the project management guidelines*
- *The course provides general and basic knowledge in Project Management according to UNI 11648:2022 and ISO 21502:2020, designed for those who wish to obtain the technical, methodological, managerial, behavioral and contextual knowledge that is the basis of correct project management.*
- *The course is consistent with the Italian regulation UNI 11648:2022 and with ISO 21502:2020.*
- *The UNI ISO 21502 standard has already been included in the new edition of the Procurement Code (Legislative Decree no. 36 of 31 March 2023), while the project manager certification according to UNI 11648 has already been a preferential requirement in public procurement tenders for several years.*
- *The training contents of the course are recognized by the Certification Bodies (OdC) for the purposes of the transition to the Project Manager certification (according to the UNI 11648:2022 standard) and the update in the relevant third-party national register of Project Managers recognized by ACCREDIA.*

Contents:

- 1) *The project manager's skills according to UNI 11648:2022 are the following:*
 - *skills related to the project context;*
 - *technical-methodological project management skills;*
 - *behavioral skills.*

Among the skills related to the project context, those related to the integrated project management practices set out in the UNI ISO 21502:2021 standard are reported in particular, and among the skills related to project management practices those provided for by the project management practices according to the same standard.

- 2) *Project management practices, processes, tools and techniques according to the ISO 21502:*

- a) *integrated project management practices: pre and post project activities, supervision and management of the project, start-up - control - closure of the project, management of the realization of project deliverables;*
- b) *management of practices and processes in a project: planning, benefits management, scope management, resource management, time management, cost management, risk management, management of issues, change control, quality management, stakeholders, communication, organizational and social change, reporting, information and documentation management, procurement, lessons learned.*

The main innovations expressed by UNI 11648:2022 highlighted and commented to illustrate the correct way of reading and interpreting the standard.



A4PM® SRL UNIPERSONALE

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Course design:

Since the discipline of project management is aimed at a specific type of student - the working adult - it is necessary to take into account the limited and fragmented availability of time that this category of students has. **A research study was carried out in recent years** to evaluate how distance learning is carried out for adults, both in Italy and abroad (**Cambridge University**). We investigated all the relative issues and worked to structure the suitable solution for this type of student.

A4PM[®] has activated a **modern blended e-learning platform** where you can take advantage of various courses in Project Management, each of which is **conceived almost completely in asynchronous mode** (this way it is possible to study in any time that is convenient for the working student in self-learning mode) **and partly in synchrony**, that is with the integration of appointments with the teacher to check the understanding of the topics and guide the student to the successful completion of the course.



Duration and access to Courses:



Each student has access to the e-learning platform for an extended period compared to the duration of the course itself, in fact the e-learning refresher course about uni 11648:2022 has a duration of 5 hours → the student will have access for approximately 5 weeks (1 month) from the date of their enrolment.

In this way the student can spend an average minimum of 1 hour per week to complete the course. With more time to spend, they can have a better learning experience compared to face-to-face lessons, as they will be able to review the videos of the lectures as many times as they want.

Everything is available to the student and the lessons are comfortably accessible from any PC, smartphone or tablet at any moment.

Course content and structure:

The course is divided into modules which in turn are made up of:

VIDEO OF THE TEACHER'S LESSONS:

- The teacher illustrates all the most important topics of the lessons, over 35 videos developed with the collaboration of the founder of A4PM[®], with over twenty years of experience and in possession of the coveted international certifications PMP[®], PMI-ACP[®], Prince2[®], UNI 11648, ISIPM-Base and ISIPM-Av, ASSOPM A-PM and C-PM.

COURSE SLIDES:

- The e-learning refresher course about UNI 11648:2022 includes over 250 pages of original slides, downloadable in pdf format from the A4PM[®] e-learning platform.

LEARNING TEST:

- each module includes exercises to test learning, with multiple choice questions

FORUMS:

- The interaction with the teacher and with other students takes place through the forum in which the learner can ask for clarifications and participate in discussions initiated by the teacher, also interacting with the dozens of students who are enrolled in platform.

CERTIFICATE OF ATTENDANCE:

- At the end of the course, the student who has concluded all the lessons and successfully completed all the verification tests will automatically receive the certificate of participation in the course.

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Cost of the course:

Enrolment in the "e-learning refresher course about UNI 11648:2022", has a cost of:

€99 + 22% VAT (per participant)



Enrolment in the "e-learning BLENDED refresher course about UNI 11648:2022", has a cost of:

€149 + 22% VAT (per participant)

At the end of the training course, the student who has purchased the optional BLENDED e-learning package will have the opportunity to discuss with the teacher, for a maximum of one hour, fixing an appointment simply writing to: formazione@a4pm.eu. Other students at the same level of preparation can also participate in these meetings.

How to enrol in the course:

To register for the e-learning refresher course about UNI 11648:2022, simply write the following to: formazione@a4pm.eu,

- Student identification data (name, surname, email, mobile phone number)
- billing data
- an accounting copy of the bank transfer corresponding to the registration fee, to be issued as follows:

Accountholder: A4PM srl Unipersonale
IBAN: IT10S0303240100010000005869
Reason for Payment: Registration for the (BLENDED) e-learning refresher course about UNI 11648:2022, (name - surname)

Within 5 days upon receipt of the bank transfer, the access credentials to the platform will be sent to the email address provided by the student.

Otherwise, the purchase and enrolment in the course can be made easily from the website www.a4pm.eu by credit card.

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