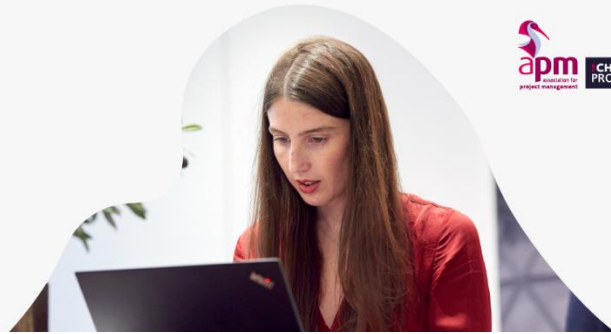


# APM Learning

The online development resource for  
project professionals



## What resources can you find on APM Learning?

Structured around APM Body of Knowledge 7<sup>th</sup> edition, APM Learning hosts a range of resources to support your professional development, available to our individual subscribing members only (i.e. not students or corporate partners)

- **APM Body of Knowledge, 7<sup>th</sup> edition** – a full PDF version of this valuable resource, providing the concepts, functions and activities that make up professional project management.
- **Interactive learning modules** – a growing suite of content, with new topics being regularly added, covering the primary topics of project management based around a toolkit approach that is more flexible than formal courses allowing users to dip in and out whenever required. All built in a fully responsive format to ensure ease of use on any device. Each module also includes relevant supplementary articles from the archive of Project Journal.
  - **Become a Chartered project professional.** Are you interested in becoming chartered? This module answers some of the frequently asked questions and will guide you through the application process and help you to prepare your submission.
  - **Benefits management.** Change is needed for objectives to be achieved and benefits to be realised. Discover how benefits management is an integral part of achieving change.
  - **Building trust through assurance.** Feeling nervous about your project being assured? The first step to welcoming assurance into your projects is to understand what it involves and how it can help you. Find out how assurance can deliver value in your projects.
  - **Choosing the right life cycle approach.** Choosing the right life cycle approach for your project is an important decision. Learn about different life cycle approaches and discover which one might be right for your project.
  - **Contract management.** Contracts need to be managed and administered properly. If not, you reduce the chances of successful delivery. Find out some top tips for dealing with some common challenges.
  - **Engaging your stakeholders.** Get to know the ins and outs of stakeholder engagement, including how stakeholder engagement can benefit from a structured approach, mapping your stakeholders, identifying their responsibilities and developing a clear communications plan.
  - **Ethics and professionalism.** Ethics and ethical behaviour are key parts of professionalism and developing ethical acumen is a vital personal and business skill. Learn about the ethical standards that are expected of project managers and how conflicts of interest could arise in the work you do.

- **Harnessing the power of difference.** A diverse team can enhance your projects, improve results and lead to more productive team members. Find out how being more aware of our biases and embracing diversity can enhance your working life.
  - **Making risk work for your project.** You've heard about risk, but do you know what it really means for you and your projects? Discover the meaning of risk and how to begin to manage it effectively on your projects.
  - **Project controls: Baseline planning.** A baseline plan is a key element at the start of a project and provides the foundation for a successful project process. Find out why baseline planning is important and how it can support you in delivering your project's outcomes.
  - **Project controls: Scheduling.** How does a schedule differ from a project plan? What should you keep in mind when you start creating one? Discover the best way to approach scheduling to set your programme or project up for success.
  - **Project controls: Monitoring & reporting.** How can you keep your project on track, identify problems and take corrective action to make sure you stay on schedule, budget and within scope? Learn why effective monitoring and reporting are crucial to the success of your project.
  - **Succeeding with a dispersed team.** How can you leverage remote/virtual teams to the benefit of your projects? Discover how changing our mindset can lead to better outcomes.
  - **Working with project sponsors.** Project sponsors can drive a project's success, so at what point in a project's life cycle should you be considering them? Explore the skills and responsibilities of project sponsors and the impact they can have.
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- **SIG Guides** – PDF versions of publications from our Specific Interest Groups covering a wide range of project management topics
  - **Tools and templates** – a range of project management templates and checklists that can be downloaded for ease of use
  - **Glossary of project management terms** – a complete set of definitions from Body of Knowledge, 7<sup>th</sup> edition and other APM publications.