wisp.pm

WISP

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WISP (Working in Small Projects)
Guidance, training and certification

WISP

WISP (Working in Small Projects) guidance, training and certification. WISP guidance offers a simple, straight-forward and easy-to-adopt framework for managing small-scale, non-complex projects.

Supported by 2-day training courses and Foundation-level certification.

Approved training courses available globally via APMG's network of accredited training organizations (ATOs).

WISP

WISP Guide
Official guidance

**Basis for training materials
and exam syllabus**

Approved Training
via Accredited Training
Organizations (ATOs)

**Accredited by APMG to
offer approved training services**

Certification
Foundation + Practitioner

**Syllabus & exams
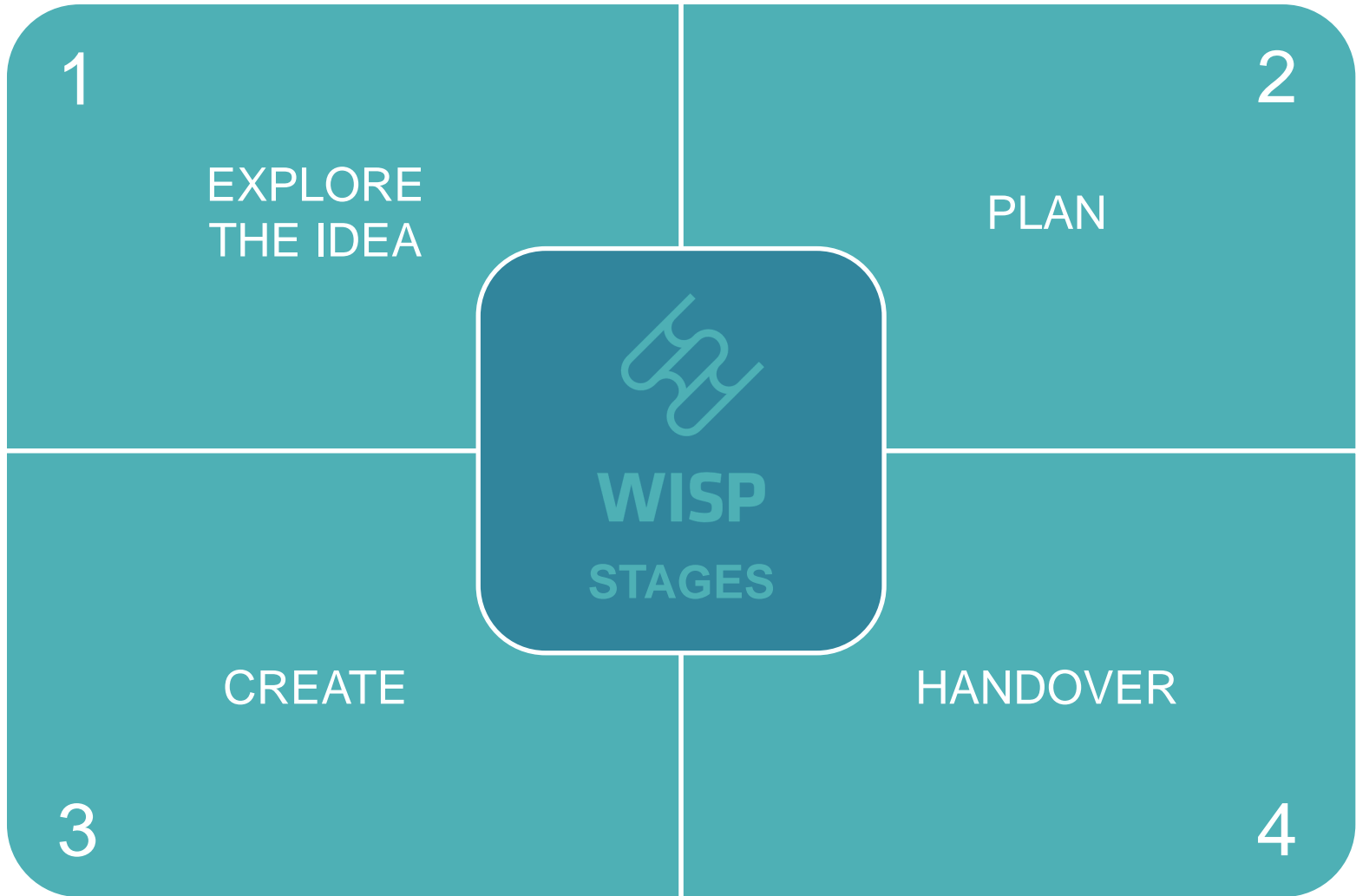developed by APMG**

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Background

- There is no shortage of frameworks available for managing projects.
- Recognized frameworks/methodologies are designed to address the needs of projects of varying scope, sizes, budgets, industry, complexity, etc.
- This can make them too detailed and/or complex for managing small and/or non-complex projects.
- The approaches take a long time to learn, and even longer to master; they are typically created for full-time project managers.
- Huge numbers of individuals, whilst not being recognized as project professionals, work on projects, or manage projects as part of their BAU role.
- Small and non-complex projects (and 'part-time' project managers) require a framework that's fit for purpose; one that's easy to understand and simple to apply.

The WISP Guide

WISP — Working in small projects

- Specifically developed for managing small and non-complex projects
- Easy to understand and apply
- Guided by four stages and seven principles
- Written in simple language; no jargon
- Incorporates templates for key project documentation
- Agile compliant
- Project management made simple!

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PRINCIPLES

1. Provide a good project justification.
2. Organise the project team.
3. Do what you agreed to do.
4. Avoid unnecessary risks.
5. Keep the plan up to date.
6. Take change into account.
7. Regularly monitor progress.

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Who is WISP for?

- Individuals for whom project management is a part-time or occasional activity;

- Project professionals that often work on small and/or non-complex projects;

- Students and graduates requiring an entry-level project management framework and understanding;

- Small and medium enterprises, where existing project management frameworks may be deemed unnecessarily complex and unsuited to their typical projects.

- Academic institutions

BENEFiTS

For Individuals

- ❑ A framework specifically tailored for small and non-complex projects
- ❑ Fast to learn, implement and master
- ❑ WISP can be applied with ease immediately after training
- ❑ Simply language; no jargon
- ❑ Training courses address the application of WISP
- ❑ No project management experience necessary
- ❑ Reduction of wasted learning / knowledge having to learn complex frameworks and methodologies

For Organizations

- ❑ A simpler framework for employees to learn and master fast
- ❑ Short course requires less investment
- ❑ More suitable framework for staff that are not full-time project professionals
- ❑ More suitable framework for small and/or non-complex projects
- ❑ Governance incorporated
- ❑ Can be used with other PM standards, as a stepping-stone
- ❑ Simple language; no jargon

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WISP at technical colleges

WISP piloted at two technical colleges:

- 3 train-the-trainer events; approx. 50 teachers & staff
- Foundation exam: approx. 100 students
- 200 projects executed; SMEs were pleasantly surprised by the pro-active approach and quality of products/solutions delivered
- 1st year students using WISP performed better than 2nd year students not using WISP!

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WISP training and certification

WISP syllabus

9 syllabus areas:

- Overview
- Project Justification
- Organization
- Quality
- Risk
- Plan
- Change
- Progress Control
- Stages & Decision Points

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Accredited training

- Available via APMG Accredited Training Organizations (ATOs)
- APMG accredited processes, courseware and trainers.
- Recommended learning option
- Find ATOs at **apmg-international.com/wisp**

- Self-study also an option

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Learning outcomes

Training and certification will equip individuals with the knowledge and understanding of the WISP method, enabling them to work effectively with, or as a member of, a project team within an environment supporting the WISP guidance. Specifically, successful candidates will understand:

- ❑ The characteristics and context of a project and the benefits of adopting WISP
- ❑ The purpose of the project documentation, how and when to use these documents and the principles
- ❑ To understand what is expected from the roles in a WISP project
- ❑ The purpose, objectives and context of the WISP stages.

Target Audience

Project professionals and others that work on small and/or non-complex projects

Students and graduates requiring an entry-level project management framework and understanding

Individuals for whom project management is a part-time or occasional activity

Exam

FOUNDATION
Multiple-choice format
45 questions
55% pass mark (25/45)
40 minutes
Closed-book
No pre-requisites

SUCCESSFUL CANDIDATES

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WITH A DIGITAL BADGE

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