Agile Project Management Foundation and Practitioner Syllabus Summary

This document can be viewed as a comprehensive course outline OR a summary of the full course syllabus. In order to make it easier for delegates to break down the key learning points in this exciting course, I have summarised the syllabus into the areas that you need to concentrate on. The structure and wording in this summary will be similar to what you will encounter in the accredited course material.

The Agile Project Management syllabus contains four sections:

1. Lifecycle and Products
2. People and Roles
3. Techniques
4. Control

Set out below is a guide to the information and knowledge that you will need for each of these sections to prepare for your Agile Project Management Foundation and Practitioner examinations.

1. Lifecycle and Products

You will need to understand how Agile Project Management differs from other project management approaches, and the benefits of using Agile Project Management.

You will need to understand how using Agile Project Management builds quality, what techniques help to build quality and what is meant by quality in an agile project.

You will need to understand the instrumental success factors i.e. those factors that are essential for ensuring project success.

You need to understand what the phases of the lifecycle are, and how these can be configured differently depending on the type of project you are managing.

Identify the recommended actions when completing the phases of the lifecycle:

1.   Pre-Project Phase

2.   Feasibility Phase

3.   Foundations Phase

4.   Exploration Phase

5.   Engineering Phase

6.   Deployment Phase

7.   Post-Project Phase

You will need to understand the purpose of each of the products, how they add value and where they are created in the project lifecycle and what information they contain:

1. Terms of Reference

2. Feasibility Assessment

3. Outline Plan

4. Business Foundations

5. Prioritised Requirements List

6. Solution Foundations

7. Management foundations

8. Delivery Plan

9. Delivery Control Pack

10. Evolving Solution

11. Solution Assurance Pack

12. Deployment Plan

13. Benefits Realisation Plan

14. Timebox Plan

15. Timebox Review Record

16. Deployed Solution

17. Project Review Report

18. Benefits Assessment

Your understanding of the agile project lifecycle should also include:

- Where planning is used in an Agile project.
- The differences between traditional and Agile project planning.
- The Agile testing Concepts and where in the lifecycle testing is carried out.
- The techniques to help build quality.

You will also need an understanding of what the Project Approach Questionnaire is and how it is used to assess the initial status of a project.

2. People and Roles

The roles and responsibilities within an Agile Project Team and how these might be shared or consolidated.

How empowerment is applied to an Agile project team.

The difference between managing a traditional and an Agile project team.

The recommended actions when:

1. Managing the Agile approach

2. Monitoring progress

3. Targeting and motivating the team

4. Managing business involvement

5. Escalating issues

Be able to analyse whether the allocated roles and responsibilities, using the recommended composition, are fit for purpose, with reasons, when considering:

1. Empowerment

2. Team Size

3. Skills

4. Availability

5. Motivation

Whether the allocated roles and responsibilities shown in the scenario are fit for purpose, with reasons.

Whether the recommended actions described in the scenario have been undertaken appropriately, with reasons, and whether the appropriate roles have been involved when carrying out the actions.

2. People and Roles

3. Techniques

Understand:

- Facilitated Workshops:
  - The concepts associated with Facilitated Workshops.
  - The use of Facilitated Workshops and how they add value throughout an Agile project.
  - Identify how Facilitated Workshops should be used, the roles involved in their use and where in the lifecycle they would be used.
  - Whether Facilitated Workshops, undertaken appropriately, with reasons, have been applied effectively, to a project scenario.
- MoSCoW
  - The concepts associated with the MoSCoW approach to prioritisation.
  - The use of the MoSCoW prioritization approach and how it adds value throughout an Agile project.
  - Identify how MoSCoW should be used, the roles involved in its use and where in the lifecycle it would be used.
  - Whether the MoSCoW approach to prioritisation, undertaken appropriately, with reasons, has been applied effectively, to a project scenario.
- Iterative Development
  - The concepts associated with Iterative Development.
  - The use of Iterative Development and how it adds value throughout an Agile project.
  - Identify how Iterative Development should be used, the roles involved in its use and where in the lifecycle it would be used.
  - Whether Iterative Development, undertaken appropriately, with reasons, has been applied effectively, to a project scenario.
- Modelling
  - The concepts associated with Modelling.
  - The use of Modelling and how it adds value throughout an Agile project.
  - Identify how Modelling should be used, the roles involved in its use and where in the lifecycle it would be used.
  - Whether Modelling, undertaken appropriately, with reasons, has been applied effectively, to a project scenario.
- Timeboxing
  - The concepts associated with Timeboxing.
  - The use of Timeboxing and how it adds value throughout an Agile project.
  - Identify how Timeboxing should be used, the roles involved in its use and where in the lifecycle it would be used.
  - Whether Timeboxing, undertaken appropriately, with reasons, has been applied effectively, to a project scenario.

4. Control

Understand:

- The meaning of Functional and Non-functional requirements.
- The structure and hierarchy of requirements in an Agile project.
- The Agile approach to estimating and project variables.
- The Agile approach to Measurement.
- The Agile approach to Control: the 7 control parameters.
- The Agile approach to Risk.
- The Agile approach to Configuration Management.
- The DSDM Principles
- The DSDM Philosophy
- The rationale for using DSDM
- The Agile approach to maintainability
- The Agile approach to project variables
- The meaning of collaborative planning
- The Agile approach and appropriate levels of rigour

Understand how the following items are used, add value to an Agile project and whether they have been applied appropriately in the scenario:

1. Requirements

2. DSDM Principles

3. Estimating

4. Measurement

5. Control

6. Risk

7. Configuration Management