

NEC Project Manager Accreditation via Remote Delivery: Additional Guidance for Delegates on Public Course

Issued: 6 May 2020 by E Brookfield

The NEC Project Manager Accreditation programme is now available via remote delivery. It varies from the existing programme in that the four day classroom part has been moved into a series of smaller modules which will be delivered by your tutor using video conferencing software at agreed times and dates.

Programme Elements

In reconfiguring the delivery of the elements of this course, we have focused on retaining the quality of the final outcome and user experience. We know that you highly value the interaction with the tutor and the opportunity to learn from them and other delegates and our emphasis has been upon retention and replication of the benefits.

In order to retain the value of the final accreditation, the initial pre-requisites and final assessment processes all remain the same. These will be communicated to you via email including the links and deadlines.

In terms of the classroom content, some elements have been identified as 'self-reading'. This is where you are free to read the materials ahead of the session at your own pace. This means that the tutor will focus on the more complex elements of the programme. This is explained in more detail later on.

Revised Configuration

There are ten x two hour modules in the new configuration. They have been kept at two hours to maximise your attention, retention and comfort. These will be delivered over the same dates as your scheduled classroom course with breaks in between.

Day 1	Day 2	Day 3	Day 4
Module A: 9.30 - 11.30	Module D: 9.30 - 11.30	Module G: 9.30 - 11.30	Module I: 9.30 - 11.30
Module B: 12:30 - 2:30	Module E: 12:30 - 2:30	Module H: 12:30 - 2:30	Module J: 12:30 - 2:30
Module C: 3:30 - 5:30	Module F: 3:30 - 5:30		

As with the classroom sessions, you must attend all sessions which we will verify with the tutor.

Failure to attend all sessions means that you will not have access to the final assessment.

Ten Modules

The modules are a mix of the tutor delivery and group working sessions. The intention of the group working sessions is to replicate the shared learning experience of these sessions in the classroom and to enable the tutor to monitor your understanding.

The split of time between tutor delivery and group working will vary with module. It may also vary between cohorts as our tutors assess the needs of each cohort using their combined professional experience as an NEC expert and NEC accreditation tutor.

Group Working

At various points, the tutor will ask you to work on an exercise from your workbook. To do this, you will be invited to join groups to work together. There will be a mix of discussions and collaboration on a document to share with the tutor and other delegates.

During this time the tutor will be able to visit the groups, check understandings, contribute to the debate and extend your learning.

The process for this will depend upon the number in the cohort and the video software used.

Self-Reading

In order to maximise delegate experience and the remote tutor led session to be more effective, some of the slides have been labelled as self-reading. The relevant slides have been indicated with a pair of glasses icon.

This includes four self-reflection exercises which enable you to think about what they have learnt in the context of their own practice and how they could improve going forwards.

Ideally, this reading should be completed ahead of the module – you should certainly make themselves familiar with the content ahead of the session.

It is also advisable that you complete all of the exercises in your workbook as preparation for your assessment.

Contracts, User Guides and Course Materials

You will receive hard copy of all materials required for the course. They will be sent to the address used when registering for the course – please ensure that we have the correct address.

Assessment

After the completion of your final module, you will be sent, via email, access to the final assessment. The details of the assessment and deadlines will be within the email.

Delegate Handbook

You should refer to the delegate handbook for full information on the programme in general. Where it makes reference to the classroom element, this should be replaced by Remote Delivery. All other elements remain identical.

You can find the handbook here:

https://neccmsmediaproduct.azureedge.net/mediacontainer/nec/media/nec/digital%20documents/delegate-handbook-v5_30mar2020.pdf

Session Plan

Session Reference	Date	Time
A: Establishing Roles and Procedures		
B: Establishing a Project		
C: Programme Management		
D: Risk Management		
E: Compensation Events (1)		
F: Compensation Events (2)		
G: Payments		
H: Costs		
I: Reporting and Closure		
J: Project Management in Action		