

Syllabus:

Advanced Practitioner Award

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CONTENTS

1. Introduction	3
1.1. About the Agile Business Consortium	3
1.2. About this Award.....	3
2. Key Course Information	3
2.1. Award Objective.....	3
2.2. Entry Requirements	3
2.3. Learning Hours	3
2.4. Level	4
3. Award Learning Outcomes	5
4. Assessment	5
4.1. Synopsis	5
4.2. Oral Examination	5
5. Administration	6
5.1. Application and Registration	6
5.2. Language of Assessment	6
5.3. Resits.....	6
5.4. Cancellations	6
5.5. Results and Certificates.....	7
5.6. Appeals and Complaints.....	7
5.7. Other relevant policies and procedures	7
6. Further Information and Contact Details.....	7

1. Introduction

1.1. About the Agile Business Consortium

The Agile Business Consortium is an independent professional body dedicated to advancing business agility worldwide in accordance with a defined set of professional standards and a code of practice

1.2. About this Award

The Advanced Practitioner Award is intended for learners who have experience of working within an Agile approach to delivery.

Candidates for the final examination will have a detailed working knowledge of an Agile approach to project delivery, and will be able to demonstrate how they engaged with and learned from that approach in a real-world environment

2. Key Course Information

2.1. Award Objective

On completion of the Award, the learner will have engaged in personal growth and professional development through working within an Agile approach to delivery.

2.2. Entry Requirements

There are no specific requirements to study for this award. However, a minimum of 6 months experience working within an Agile approach to delivery is necessary to complete the assessments.

An optional one-day course that prepares you for the synopsis and oral examination is available online at no cost to the learner. However, a tutor led face-to-face version of the course is available via the Agile Business Consortium's Accredited Delivery Partners. The tutor led course will incur a cost.

2.3. Learning Hours

2.3.1. Total Learning Time

Total Learning Times represents the number of hours that a typical learner would require in order to successfully complete the award. This includes guided learning and training time; independent learning and research; and time spent preparing for and completing the assessment.

The Total Learning Time for this Award is 100 hours.

2.3.2. Guided Learning

Guided Learning is time spent in direct contact with a trainer or coach, whether virtually or in person.

The Guided Learning Hours for this Award is specified as 0-8. This represents the length of the optional course associated with the award

2.3.3. Assessment Time

Assessment time is the number of hours spent completing the assessments for this award.

The Assessment Time for this award is 38 hours, including both the time spent writing the Synopsis, and completing the Oral examination. This does not, however, include time spent in preparation for the Oral examination, which would be classed as independent study.

2.3.4. Credit Equivalency

Credit Equivalency is based on the Credit Accumulation and Transfer System (CATS) and equivalent models common in UK Further and Higher Education. In such frameworks, 1 credit is awarded for every 10 hours of total learning time associated with course.

The Credit Equivalency for this award is therefore 10 credits.

2.4. Level

2.4.1. Agile Competency Framework level

The Agile Business Consortium maintains an Agile Competency Framework which is available on the Agile Business Consortium Web site.

This Award is at Level 3 of the Framework. The competencies at this level are:

Underpinning Knowledge

- Has factual, procedural, and theoretical knowledge and understanding of business agility and its application to a field of work

Agile Skills

- Can address agile problems that while defined, may be complex and non-routine.
- Uses discretion in identifying and responding to complex agile issues and assignments.

Business Skills

- Can timebox the work of others competently within a particular approach to prioritisation
- Works under general levels of empowerment and understands their level of authority within a particular scenario

Personal Skills

- Identifies and negotiates own development opportunities related to business agility
- Can reflect on their personal engagement with business agility

3. Award Learning Outcomes

On successfully completing this Award, the learner will be able to:

- Explain the fundamentals of delivery approach being assessed
- Explain roles and people in the delivery approach being assessed
- Explain planning in the delivery approach being assessed
- Explain estimating in the delivery approach being assessed
- Apply issue resolution to a particular scenario
- Apply prioritisation to a particular scenario
- Apply timeboxing to a particular scenario
- Evaluate the need for a particular approach to working
- Evaluate the need for different levels of empowerment within different scenarios
- Evaluate their approach to working
- Evaluate and act on their development needs

4. Assessment

The award will be granted to learners who successfully meet the specified Learning Outcomes, namely by the completion of an individual synopsis, followed by an oral examination.

4.1. Synopsis

The synopsis should be a minimum of 5000 words and a maximum of 7000 words. The work described in the synopsis must have taken place within the last 5 years.

See the Learner Guide for this Award for further details.

4.2. Oral Examination

The purpose of the oral examination is to confirm the learner's knowledge and experience of an Agile approach to delivery from both a theoretical and practical viewpoint. Part of the examination is based around questions related

specifically to the learner's synopsis topic and their practical application of the Agile approach to delivery.

The other part of the examination involves questions to prove the learner's thorough understanding of the Agile approach to delivery and how to apply it.

See the Learner Guide for this Award for further details.

5. Administration

5.1. Application and Registration

The application form can be downloaded from the Agile Business Consortium Web site. During the application process learners will be required to register for the oral examination by choosing one of several predefined dates.

Applicants should have the following details at hand when completing the application form; Agile approach to delivery used, the applicant's role, length of involvement, and a short paragraph explaining the objectives of the work.

5.2. Language of Assessment

The Award will be assessed in English.

Assessing the award in languages other than English is under continuous review, however this is not currently permitted.

5.3. Resits

If the Synopsis is failed at the first attempt, it is possible to resubmit this component taking into account written feedback from the Examiner(s).

If the Oral examination does not result in a pass at the first attempt, it is possible to re-sit the examination at a later date.

In both instances a re-assessment fee will be charged to cover the Agile Business Consortium's costs in these additional assessment activities.

Multiple Synopsis resubmissions or examination resits will not be permitted, although failing either component more than once does not prohibit a fresh attempt at the Award at any time in the future.

5.4. Cancellations

In the event of a candidate cancelling the examination, the full examination fee is payable, but this does not count as a failed attempt for the purposes of resits.

If a synopsis is not submitted by the agreed date a late fee may be charged if this causes additional costs to be incurred by the Agile Business Consortium.

5.5. Results and Certificates

The learner will receive their synopsis result via email no later than 2 weeks after submission and will receive their oral examination result on the day of their examination

Successful learners will be sent an email, which explains how to download their certificate.

5.5.1. Advanced Practitioner Professional Registration

The Agile Business Consortium will enrol successful learners on the online list of Certified Advanced Practitioners.

5.6. Appeals and Complaints

A Complaint is an expression of dissatisfaction with the learning or assessment experience on an Agile Business Consortium course or award.

For more information about making a complaint, please see https://www.agilebusiness.org/page/Complaints_Procedure

An Appeal is a formal challenge to the result of an Assessment or Certification decision.

For more information about appealing your results, please see https://www.agilebusiness.org/page/Certifications_Appeals

5.7. Other relevant policies and procedures

A range of other relevant policies and procedures can be accessed on the Agile Business Consortium website, including:

<https://www.agilebusiness.org/page/Resources>

https://www.agilebusiness.org/page/Copyright_and_Legal

https://www.agilebusiness.org/privacy_statement.aspx

https://www.agilebusiness.org/page/Accessibility_Statement

6. Further Information and Contact Details

For further information regarding the award please contact us by phone or email.

Email: info@agilebusiness.org

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