



Archer id3 Pty Ltd ITF The Archer id3 Unit Trust.

ABN 63 843 623 359

## **Managing Benefits™ Certification Course.**

The purpose of the Managing Benefits™ guidance and certification scheme is to provide managers and practitioners from multiple disciplines, working in a variety of organizations, with generally applicable guidance encompassing benefits management principles, practices and techniques.

Managing Benefits™ certification is available at Foundation and Practitioner levels; these are accessed via one combined Foundation/Practitioner course, a Foundation Exam and an optional Practitioner Exam; total duration is 4 days. Passing the Foundation Exam is a pre-requisite for sitting the Practitioner Exam.

The course consists of a number of lessons that cover the official syllabus of Managing Benefits™ Foundation and Practitioner; it also includes a number of targeted exercises as well as individual and group activities.

The fourth and last day of the course is dedicated to preparing and sitting both the Foundation Exam (in the morning) and the optional Practitioner Exam (in the afternoon).

# Managing Benefits™ Certification Course.

## The Foundation Examination

The Managing Benefits™ Foundation Examination takes place on the morning of day 4 of the course.

- Multiple Choice
- 50 questions per paper
- 25 marks required to pass (out of 50 available) – 50%
- 40 minutes duration
- Closed-book

## The Practitioner Examination

The Managing Benefits™ Practitioner Examination is optional and takes place on the afternoon of day 4 of the course.

- Scenario based (one scenario for the whole exam)
- Objective testing
- 8 questions per paper with 10 marks available per question
- 40 marks required to pass (out of 80 available) - 50%
- 2.5 hour duration
- Open-book (Official Handbook only)

## Pre-requisites

There are no pre-requisites for attending the course and sitting the Managing Benefits™ Foundation examination.

Passing the Managing Benefits™ Foundation examination is a pre-requisite for sitting the Managing Benefits™ Practitioner Examination

# Managing Benefits™ Certification Course.

## Course Content

- An overview of benefits management – what it is, the case for doing it, and some common misconceptions that can limit its effectiveness in practice.
- The seven principles upon which successful benefits management practices are built.
- The five practices in the Benefits Management Cycle relating to individual change initiatives, and examples of how they can be/have been applied in practice.
- How to apply benefits management at a collective or portfolio level encompassing all projects and programmes included in the change portfolio.
- How to get started in implementing effective benefits management practices and how to sustain progress.
- The Managing Benefits™ Foundation examination
- The Managing Benefits™ Practitioner examination