

APMP Foundation Certification Course

Course Information

BBX APMP Foundation Certification Course. Provided over **4 weeks with 4 Sessions** and Coaching, supported by the **BidBox LMS** with optional EXAM. Depending on the BidBox Ticket selected, the **EXAM Fee** is included in the Ticket Price.

The course will start with a **Kick-Off Online meeting**, where participants get all the needed instructions and the access to the learning material.

At the first Kick-Off Module, preparatory documents such as the **APMP Foundation Study Guide (online)**, the **APMP Accreditation Program Syllabus** and the **APMP Glossary of Terms (Online)** are provided to the participants, who need to study these throughout the duration of the course.

The participant needs to pass the foundation certification exam, in which he/she sets out his/her knowledge and understanding of best practices in bid and proposal management.



The entire certification measure will be carried out in English: The workshop with an English presentation as well as the preparatory documents up to the examination questions.

Examination:

The BBX APMP Foundation Certification Course enables the participants to successfully pass the Foundation Exam.

BidBox as ATO also provides the EXAM execution on the APMG portal. Participants will be registered on the portal for the Examination. BidBox might be the **Examiner** for the selected Foundation EXAM date or participants will get an EXAM voucher to run their EXAM on the APMG public candidate portal.

Training Description

Learn a proven process for capturing strategic business opportunities in any industry. Benchmark against the APMP Foundation Standard and acquire APMP Foundation Certification.

Course Dates and Modules:

The live learning modules are scheduled throughout the 4-week course duration. Typically, Friday morning: 09:00-11:00 CET. In case participants miss one session (Module), they have access to the material and can discuss with one of the available trainers.

- **Day-1 - (09:00-11:00): Kick Off-Meeting**
- Day-2 - (09:00-11:00): Module-A
- Day-3 - (09:00-11:00): Module-B
- Day-4 - (09:00-11:00): Module-C
- Option: Date/Time for the Foundation EXAM

All sessions are online supported by TEAMS-Meeting and the BidBox LMS. Duration the 4-week course duration our qualified trainers are available as coaches during normal working hours.

Course Content:

APMP Foundation Level Certification follows a given competence roadmap. The following four Competence Areas are the Framework of APMP Certification:

- Focus on the Customer FC)
- Create Deliverables (CD)
- Manage Process (MP)
- Use Tools and Systems (TS)

The **APMP Foundation Study Guide Topics** are covered in the workshop. The APMP Body of Knowledge (Online) - BOK is a key information source and the APMP Glossary of Terms will be provided.

Course Material:

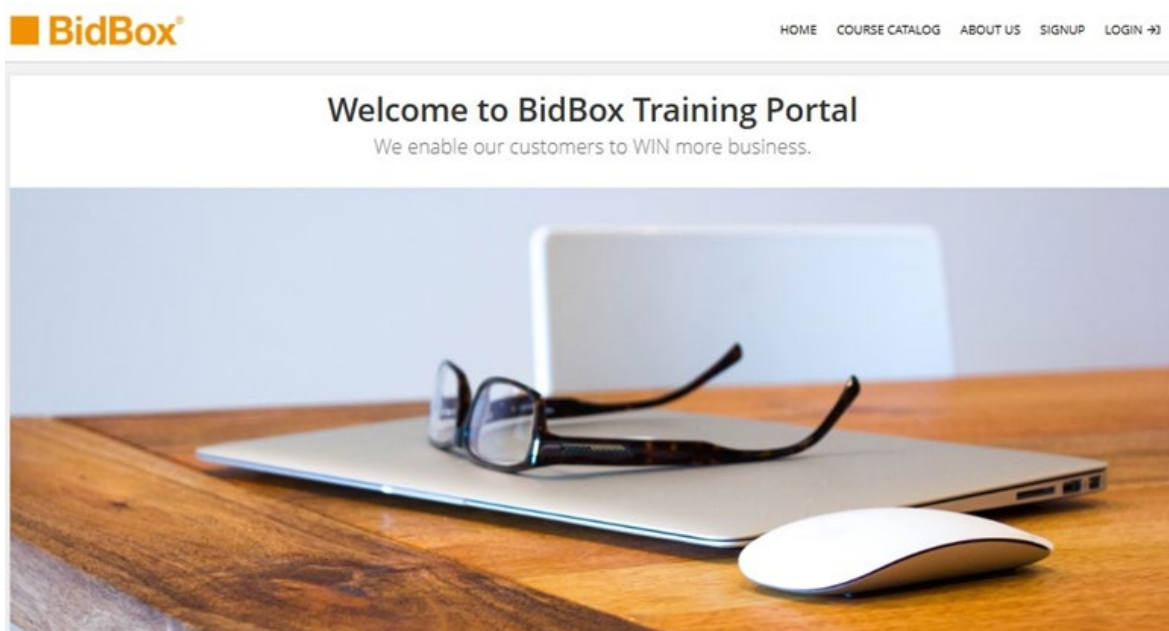
- BBX APMP Training material
- Preparation for EXAM (Focus Areas)
- Test Exams (BidBox and APMG)
- Learning management system (LMS)
- Q&A – Key Focus Areas on foundation Level EXAM

Organisation

The training takes place **Online** and is supported by our [BidBox LMS](#). All materials are available to the participants online. After successful registration, participants will receive access to the BidBox Learning Management System and a link to the TEAMS training area.

BidBox LMS:

You can register on our BidBox LMS free of charge. As soon registered for the **APMP Foundation Certification Course**, the access to the course information and supporting material will be made available on the platform.



Trainers:

The training is conducted by experienced **Accredited Trainers (ATs)**, which also bring industry experience. With story telling they map best practice with practical experience.

- **Wolfram Seyring**
- **Hüseyin Özkan**

Participants will receive a MS-TEAMS link to participate in the first Kick-Off meeting, where further instructions and access to the learning material will be provided.

Further information can be obtained from the BidBox training team.

E-Mail: training@bidbox.org

Phone: +49 2103 8807810

and via the BidBox Webpage: www.bidbox.org

About BidBox

BidBox International is a Business Consulting and Training company. Providing Solutions and Services in Business Development, Capture and Proposal Management. BidBox® founders Wolfram Seyring and Hüseyin Özkan have years of experience in winning deals and preparing offers.

Experience in management, sales, marketing by working with international and national companies like Bosch, Ericsson, Nokia Networks, Nokia Siemens Networks, German Railways (DB) and NOKIA.

The BidBox HQ is in Düsseldorf with Project Offices in Munich and Hamburg. Our International Consultants and Trainer are in India (Delhi), MENA (Dubai), Portugal (Lisbon), Milano (Italy) and Switzerland (Zurich).

How to book your foundation Training

All our workshops and courses are also bookable via BidBox Eventbrite:

➔ <https://www.eventbrite.de/o/bidbox-gmbh-66716055023>