

PRINCE2 is a *de facto* standard developed and used extensively by the UK government and is widely recognised and used in the private sector, both in the UK and internationally. It embodies established and proven best practice in project management.

Course Competencies

Foundation Course

- Understand the purpose and responsibilities of all roles
- Understand the seven principles, seven themes, seven processes, Product-based Planning and Quality Review techniques
- Understand which management products are input to, output from, and updated in the seven processes
- Understand the purpose of all management products and the composition of the Business Case, Product Descriptions, Issue Report and Issue, Risk and Quality Registers
- Understand the relationship between principles, processes, themes, products & roles within a PRINCE2 project

Practitioner Course

- Know or comment on detailed explanations of all processes, themes and techniques and worked examples of all PRINCE2 management products as they might be applied to address the particular circumstances of a given project scenario
- Demonstrate an understanding of the relationships between processes, themes, techniques and PRINCE2 management products and can apply this understanding.
- Demonstrate an understanding of the reasons behind the processes, themes and techniques of PRINCE2.
- Demonstrate an understanding of how to tailor PRINCE2 to different project environments.

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COURSE STRUCTURE

The PRINCE2:2009 Foundation Course (3 Days) and Practitioner Course (2 Days) provide participants with an extended theoretical and practical knowledge of PRINCE2 and prepares participants for the PRINCE2:2009 Foundation Exam and the PRINCE2:2009 Practitioner Exam respectively. The courses can be undertaken individually, as two separate courses, or as a single 5 day course which includes both of the examinations, the Foundation Exam on Day 3 & Practitioner Exam on Day 5.

WHO SHOULD ATTEND

Foundation

The foundation course is designed for anyone who needs to act as an informed member of a project management team on a project using the PRINCE2 method, within an environment supporting PRINCE2. This includes Project Board Members, Project Managers, Project Team Members and Project Stakeholders

Practitioner

The Practitioner Course is designed for anyone who has a foundation level knowledge of PRINCE2 and needs to, or may need to in the future, apply PRINCE2 to the running and managing of a non-complex project within an environment supporting PRINCE2.

PRE-COURSE WORK & STUDY

Material is dispatched to delegates 4 weeks prior to the start of the course. It is recommended that delegates spend a minimum of 10 hours on preparation prior to attending the course. There is evening work which requires up to 2 hours each evening during the course.

TOPICS

Overview of PRINCE2 to the Project Environment

The PRINCE2 Principles

- Continued business justification
- Learn from experience
- Defined roles & responsibilities
- Manage by stages
- Manage by exception
- Focus on products
- Tailor to suit the project environment

The PRINCE2 Themes

- Business Case
- Organisation
- Quality
- Plans
- Risk
- Change
- Progress

The PRINCE2 Processes

- Starting up a Project
- Directing a Project
- Initiating a Project
- Controlling a Stage
- Managing Product Delivery
- Managing a Stage Boundary
- Closing a Project

EXAMINATIONS

Foundation Examination

The Foundation exam is a closed book, multiple-choice exam consisting of 75 questions with 1 hour to complete. 5 of the questions are trial questions and are not counted in the final score. Candidates must achieve a mark of 35 (50%) or more to pass. The exam is conducted on the final day of the Foundation Course (Day 3) and a pass in this exam is a prerequisite for the PRINCE2:2009 Practitioner Course and Exam.

Practitioner Examination

The Practitioner exam is an open-book objective testing format exam, consisting of 9 questions with a total of 108 marks to be completed within 2.5 hours. Candidates need to achieve a mark of 59 (55%) or more to pass.

The exam is conducted on the final day of the Practitioner Course.

STRUCTURE

FOUNDATION

Overview, Principles & Tailoring of PRINCE2 to the project environment

- The facts, terms and concepts relating to the overview, principles and tailoring PRINCE2 to the project environment
- The terms and concepts relating to the overview, principles and tailoring PRINCE2 to the project environment, and how these are applied on/are involved with a project

Themes

- How the themes relate to the principles
- The PRINCE2 approach to the treatment of the themes
- How the themes are applied throughout the project life-cycle and the responsibilities involved
- The facts, terms and concepts relating to the PRINCE2 themes
- The defined roles with the Organisation theme
- The recommended Quality Review team roles and their responsibilities

Processes

- The stated purpose and triggers of the PRINCE2 processes
- The PRINCE2 processes and how they can be applied and tailored on a project

PRACTITIONER COURSE

Overview, Principles & Tailoring of PRINCE2 to the project environment

- How to tailor the application of PRINCE2 relevant to the size, complexity, risk and importance of a project scenario
- Evaluation of the tailored application of PRINCE2 in a project scenario

Themes

- How to apply and tailor the relevant aspects of the PRINCE2 themes to a project scenario when creating products or making decisions related to the themes, in any or all of the processes
- Evaluation of the appropriateness of the application of the PRINCE2 themes throughout the life-cycle of a project scenario

Processes

- How to apply the PRINCE2 processes, tailoring the recommended activities and actions where appropriate, to a project scenario
- Evaluation of the application of the PRINCE2 processes to a project scenario, by assessing whether relevant activities of the processes were correctly applied

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