PRINCE2 Foundation and Practitioner

Overview

PRINCE2 is a structured project management method used extensively throughout the public sector and commercially in the UK. It is also widely recognised and used in other countries. The method can be applied to all kinds of project including information systems projects.

We only use training material we've developed ourselves. Our materials are regularly reviewed and updated to ensure that they reflect, and add value to, the latest version of the PRINCE2 manual. You'll find clear, well designed quick reference guides to all the major elements of PRINCE2 and realistic case studies which illustrate how the method can be used in the real world. These case studies are particularly important for practical understanding. During the course we follow a £1m project from start up to closure. Then, to reflect the new emphasis on tailoring in the PRINCE2 : 2009 manual, we introduce new case studies to show how PRINCE2 can be applied to a simple project as well as a project in a major programme.

Our PRINCE2 courses are far more than just exam crammers and our trainers go out of their way to make sure that delegates are able to use PRINCE2 in the real world. At the same time, we offer an exam promise for both the Foundation and Practitioner. Should you fail to pass then you can resit the course once again for free, paying only your exam costs and a £10 per day contribution to your lunches and refreshments.

This course will enable delegates to:

- Apply the main PRINCE2 themes, processes and techniques.
- Develop and use key project management information products including:
    - Business case.
    - Project brief.
    - Project initiation document.
    - Quality, risk and communication strategies.
    - Formal and informal reports.
- Prepare project plans using the product-based planning technique.
- Undertake project risk analysis and management.
- Apply the PRINCE2 processes used to manage quality, product development and change control.
- Tailor PRINCE2 to a specific business environment.
- Prepare for and take the PRINCE2 Foundation and Practitioner exams.

Audience

PRINCE2 is aimed at project managers and aspiring project managers. It is also relevant to other key staff involved in the design, development and delivery of projects, including: Project Board members (e.g. Senior Responsible Owners), Team Managers (e.g. Product Delivery Managers), Project Assurance (e.g. Business Change Analysts), Project Support (e.g. Project and Programme Office personnel) and operational line managers/staff.

The purpose of the Foundation qualification is to confirm that a candidate has sufficient knowledge and understanding of the PRINCE2 method to be able to work effectively with, or as a member of, a project management team working within an environment supporting PRINCE2. The Foundation qualification is also a pre-requisite for the Practitioner qualification.

By passing the Foundation exam, candidates should understand the structure and key terminology of the method. Specifically, the candidate should understand:

- The characteristics and context of a project and the benefits of adopting PRINCE2
- The purpose of the PRINCE2 roles, management products and themes

- The PRINCE2 principles
- The purpose, objectives and context of the PRINCE2 processes.

The purpose of the Practitioner qualification is to confirm whether the candidate has achieved sufficient understanding of how to apply and tailor PRINCE2 in a scenario situation. A successful Practitioner candidate should, with suitable direction, be able to start applying the method to a real project but may not be sufficiently skilled to do this appropriately for all situations. Their individual project management expertise, complexity of the project and the support provided for the use of PRINCE2 in their work environment will all be factors that impact what the Practitioner can achieve.

By passing the Practitioner exam, candidates should be able to apply and understand how to tailor PRINCE2 effectively to a project within an organization environment supporting PRINCE2. Specifically candidates should:

- Understand the relationships between the roles, management products, principles, themes, techniques and processes
- Be able to apply the principles, themes and processes to a project
- Be able to create and assess management products.

Skills Gained

By the end of this course you will be able to:

- Use a proven project management methodology that can plan, organise and control the successful implementation of projects.
- Understand how the PRINCE2 methodology can be flexible and adaptable for any type and size of project.
- Complete the Foundation and Practitioner examinations.
- Bring your employees and organisation in line with an internationally recognised methodology.

The PRINCE2 Foundation examination will expect candidates to:

- Demonstrate sufficient recall and understanding of the PRINCE2 project management method, to be awarded the PRINCE2 Foundation qualification. PRINCE2 Foundation qualification is a prerequisite for the PRINCE2 Practitioner Examination.

The PRINCE2 Practitioner examination will expect candidates to:

- Demonstrate sufficient ability to apply and tailor the PRINCE2 project management method.
- Start applying the method to a real project, however, candidates may not be sufficiently skilled to do this appropriately for all situations.

The individuals project management expertise, complexity of the project and the support provided for the use of PRINCE2 in their work environment will all be factors that impact what the Practitioner can achieve.

Prerequisites

No pre-requisites are necessary for this course, however, you would benefit from having some basic project management experience prior to attending. You will need to pass the Foundation examination (on day 2) prior to taking the Practitioner examination.

Pre-reading

You will be provided with pre-course reading approximately two weeks prior to attending the course. This pre-reading is expected to take approximately two hours to complete. Your learning starts with this pre-reading, so please ensure you can complete the pre-course activities in full prior to attending. Please check that you have are able to view your pre-reading correctly by verifying you meet the minimum technical system requirements. Please click here to view these technical requirements.

If you have not received your pre-reading material within one week of the start of your course, please contact your Account Manager.

This training will help prepare delegates for the PRINCE2 Foundation and Practitioner examinations. The course follows the standard syllabus issued by APM Group who manage PRINCE2 on behalf of the UK Government.

This focuses on the PRINCE2 framework and how this is be applied intelligently to real projects.

PRINCE2 has established itself as global standard for managing projects and is generic, tailorable and uniquely business-driven.

Organisations that have adopted the PRINCE2 claim that they have been able to deliver projects and their products more successful, with enhanced control and greater customer satisfaction.

Background & Objectives

- Benefits
- Scope
- Structure
- Project organisation

- Organisational structure
- Roles and responsibilities
- The project board
- The project manager
- Team management.
- Project assurance
- Project support
- Supplier relationships
- Planning

- Purpose and importance
- Components & types of plan
- Planning techniques
- Product based planning
- The steps in planning.
- Project control

- Work package authorisation
- Stage assessments
- Establish project & stage tolerance
- Checkpoints & highlight reports
- Handling exception situations
- Project issues
- Project reporting
- Risk management
- Categories of risk
- Risk analysis and management
- The risk log
- Quality

- Ensuring quality
- Quality planning
- Product descriptions
- Quality control and quality review
- Change Control and Configuration Management

- Change control steps
- Authority levels
- Analysing the impact
- Configuration management Processes
- Starting up and Initiating a project
- Directing a project
- Managing stage boundaries
- Controlling a stage
- Managing product delivery

- Closing a project
- PRINCE2 in practice

- Tailoring PRINCE2 for different business environments
- Scaling PRINCE2 for use with projects of different type and/or size
- Implementing PRINCE2
- Project documentation and filing

Delegates will take the PRINCE2 Foundation exam at the end of day 3, and the PRINCE2 Practitioner exam on day 5. Exam fees are included in the list price.

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Need more information? Why not call one of our professional training advisors on 0800 40 848 40 or email us at training@coursemonster.com

The training course outline shown above is a standardised version representing all the dates available and may vary from the course you attend. You will be sent the supplier's course outline when you enquire about a specific date.