



PRINCE2™ Foundation + Practitioner (5 days)

Course Overview

In this program, participants will achieve a detailed and practical understanding of the Projects IN Controlled Environments (PRINCE) project management method. Participants will learn how to use PRINCE2:2009 for projects of all sizes and types and be able to customize the method to different project situations. Participants will learn about the key components and processes of PRINCE2 to be able to confidently deliver projects using the PRINCE2 method. The course will fully prepare participants for the official PRINCE2 Foundation and Practitioner Exams, which are included in the course.

Key Outcomes

PRINCE 2 Introduction

- » PRINCE and the Big Picture
- » 7 Principles
- » 7 Processes
- » 7 Themes

Organization

- » The project management team
- » Defining responsibilities for:
 - » The Project Board
 - » Project and Team Managers

Starting up a Project

- » Writing a Project Brief
- » The essential Business Case

Initiating a Project

- » Preparing project Strategies
- » Assemble the Project Initiation Document

At-a-Glance:

Course Number:

317.PFP5

What is PRINCE2?

PRINCE (Projects in Controlled Environments) was first developed by the UK Government in 1989 as the standard method for Information Technology project management. Since then, the method has been enhanced (PRINCE2) and proven to be an excellent generic, best practice approach suitable for the management of all types of projects.

Who uses PRINCE2?

There is rapidly growing international interest and PRINCE2 is now in use with global organizations such as Sun Microsystems, DHL, and the UN Development Program. It is recognized as industry best practice by leading vendors such as Microsoft, HP and IBM. PRINCE2 is designed to incorporate the requirements and experiences of users from around the world.

Benefits of PRINCE2

- » Better governance
- » Saves time
- » Saves money
- » Improves quality
- » Widely accepted

What is the Foundation exam?

- » Duration – 1 hour
- » Style – simple multiple choice
- » 75 questions, pass mark is 50%

Quality

- » Defining Customer Quality Expectations
- » Quality management, planning and control

Plans

- » Levels of plan
- » Product Based Planning

Progress and Changes

- » Dealing with issues and change
- » Management by exception
- » Management by stages

Risk

- » Risk management strategy
- » Risk management procedure

Directing a Project

- » Taking authority and responsibility
- » Steering through problems

Running a Project

- » Controlling a Stage
- » Managing Product Delivery
- » Managing a Stage Boundary

Closing a Project

- » Planned and premature close
- » Evaluating the project
- » Configuration Management

Course Outline

Day 1

- » Course Introduction
- » Overview of PRINCE2 & Principles

What is the Practitioner exam?

- » Duration – 2.5 hours
- » Style – objective testing – sophisticated multiple choice
- » 9 questions, 108 marks, pass mark is 55%
- » Pass rate is approximately 85%

How do I take the PRINCE2 exams?

PRINCE2 exams are included in the training course schedule and cost.

How long does the PRINCE2 Practitioner qualification last?

Certification lasts for 5 years. After this you are required to take a one-hour, re-registration exam.

PRINCE2 and PMBOK® Guide

- » The PMBOK is not a methodology; it is the "sum of knowledge within the profession of project management" (PMBOK Guide, 3rd Edition, p3)
- » PRINCE2 is a step by step methodology, which applies this project management knowledge
- » The PMBOK is descriptive; it covers what a project manager should know
- » PRINCE2 is prescriptive; it covers what a project manager should do
- » PRINCE2 and PMBOK are complimentary. Combined, they provide both the knowledge and skills to complete projects successfully.

- » Organization
- » Starting Up a Project
- » Initiating a Project
- » The Business Case
- » Homework

Day 2

- » Review of Day 1
- » Quality
- » Plans and Product Based Planning
- » Risk
- » Directing a Project & Progress
- » Controlling a Stage & Progress
- » Homework including practice exams

Day 3

- » Review of Day 2
- » Change
- » Managing Product Delivery
- » Managing a Stage Boundary
- » Closing a Project
- » PRINCE2 Foundation Exam
- » Homework

Day 4

- » Review of Day 3
- » Practitioner exam – tips & techniques
- » Revision of key areas
- » Practitioner exam questions
- » Homework – study for Practitioner exam

Day 5

- » Review of Day 4
- » Practitioner exam review
- » PRINCE2 Practitioner Exam
- » Close



This course is also available in online and CD-ROM formats.

[See also PRINCE2™ Foundation \(3 days\).](#)

Note: actual running order may be modified at the instructor's discretion.

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