

# PRINCE2® for Practitioners

Duration: **2 days**

## COURSE OVERVIEW

The aim of this training event is to provide delegates with an in-depth knowledge and practical understanding of the PRINCE2® project management method. 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.

Note: This course includes the exam.

## TARGET AUDIENCE

This training event is designed for project managers, project leaders and project coordinators, plus programme and operations managers, and technical personnel who need to understand how PRINCE2® works.

## COURSE OBJECTIVES

1. Understand the need for project management and a project management method.
2. Understand the Principles, Themes and Processes used in PRINCE2®, and how they are integrated.
3. Understand how to intelligently apply PRINCE2® to projects.
4. Prepare for and take the PRINCE2® Foundation and Practitioner examination

# COURSE CONTENT

## PRINCE2®

### Background & Objectives

1. Benefits
2. Scope
3. Structure

### Project organisation

1. Organisational structure
2. Roles and responsibilities
3. The project board
4. The project manager
5. Team management.
6. Project assurance
7. Project support
8. Supplier relationships

### Planning

1. Purpose and importance
2. Components & types of plan
3. Planning techniques
4. Product based planning
5. The steps in planning.

### Project control

1. Work package authorisation
2. Stage assessments
3. Establish project & stage tolerance
4. Checkpoints & highlight reports
5. Handling exception situations
6. Project issues
7. Project reporting
8. Risk management
9. Categories of risk
10. Risk analysis and management
11. The risk log

## **Quality**

1. Ensuring quality
2. Quality planning
3. Product descriptions
4. Quality control and quality review

## **Change Control and Configuration Management**

1. Change control steps
2. Authority levels
3. Analysing the impact
4. Configuration management Processes
5. Starting up and Initiating a project
6. Directing a project
7. Managing stage boundaries
8. Controlling a stage
9. Managing product delivery
10. Closing a project
11. Planning

## **PRINCE2® in practice**

1. Tailoring PRINCE2® for different business environments
2. Scaling PRINCE2® for use with projects of different type and/or size
3. Implementing PRINCE2®
4. Project documentation and filing