



# PRINCE2® for Practitioners

## Course Aim

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 applied intelligently to real projects.

## Course Duration

This is a 3 day course.

## Certification

Delegates will take the PRINCE2® Foundation exam at the end of day 3 and the PRINCE2® Practitioner exam on day 5.

## Who Should Attend?

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

### **Pre-Requisites**

There is no formal requirement for attending this course, although it would be beneficial to the delegates to have some understanding of project management.

Delegates will be given access to a PRINCE2 e-learning portal 10 days prior to the start of the class (subject to booking conditions). It is important that delegates complete the first two sections as a minimum prior to attending as the content covers items essential to the successful running of the programme. It will also enhance both yours and the class's learning experience.



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## Agenda

### 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 and types of plan
- Planning techniques
- Product based planning
- The steps in planning

### 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
- Planning

### 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