



PRINCE2 PRACTITIONER

This 5 day course is designed to provide you with a detailed and practical understanding of the Prince2 structured project management method to a level where you can use it to manage a project and pass the Prince2 Foundation and Practitioner examinations. It will introduce you to the principles of the Prince2 project management method, including the components, process, controls and roles, and also how it can be employed to achieve business-related objectives in different environments.

Course Content

PRINCE 2 Introduction

Prince and the Big Picture
8 components of planning
8 processes for managing projects
Prince and the product Life-span

Organisation

The project management team
Responsibilities of:
The Project Board
Project and Team Manager
Team Managers

Starting up a Project

Writing of a Project Brief
The essential Business Case

Initiating a Project

70% of success is in the planning
Purpose of a PID

Quality Management

Defining Customer expectations
Quality reviews

Planning

Why Product Based Planning?
Transforming products to activities

Controls and Stages

Project controls
Project Board controls
Defining your level of authority

Risk Management

Risk analysis and principles
Risk Management approaches
Allocating risk ownership

Directing a Project

Taking authority and responsibility
Steering through problems

Managing a Project

Controlling a stage
Managing project delivery
Managing stage boundaries

Change Management

Coping with continual change
The change procedure

Configuration Management

Closing a Project

Obtaining sign-off
Planning a Post Project review

Class exercises

Review of PRINCE2 project documents
Sample Foundation Exam questions

Course Outline

Day 1

Course Introduction
Overview of PRINCE 2
Organisation
Starting up a project and business case
Initiating a project
Quality
Products
Plans and Product Based Planning

Day 2

Review of Day 1
Controls
Management of Risk
Controlling a Stage
Change Control
Directing a Project
Homework

Day 3

Review of Day 2
Managing Product Delivery
Configuration Management
Managing Stage Boundaries
Closing a Project
Exam Practice
PRINCE 2 Foundation Exam

Day 4

Review of Day 3
Practitioner exam—tips & technique
Revision of key areas
Practitioner exam questions
Homework—revision for exam

Day 5

Review of Day 4
Practitioner Exam revision
PRINCE2 Practitioner Exam



Target Group

This course is suitable for anyone working on projects in a customer / supplier environment who wishes to become a Prince2 Practitioner. Previous experience of Prince2 is not necessary.

Prerequisite Entry Criteria

Delegates will have completed the pre-course reading required. Some experience in project management is useful but not compulsory.

Pre-reading and Evening Study

Please note that this is an intensive course and some evening study will be required.

What is provided?

- An Official PRINCE2 Manual
- Comprehensive pre-course reading
- Practice questions
- Lunch and refreshments

Foundation Examination

- One hour, closed- book, multiple choice paper consisting of 75 questions, with 38 correct answers required to pass.

Practitioner Examination

- 9 questions, with a scenario background and appendices.
- Each of the 9 questions is worth 40 marks.
- An overall score of 180 out of a possible 360 is required to pass.
- Three hour duration.
- Open-book examination (only the PRINCE2 Manual is allowed)

This course is fully accredited by the APM Group Ltd, all trainers are fully accredited and highly experienced in their field.