

# PRINCE2<sup>®</sup>: 2009 Foundation & Practitioner Certificate (Residential or Non-Residential)

## Audience

Anyone filling a significant role in a PRINCE2 project including project managers, team leaders, project assurance and project support staff. The course provides comprehensive preparation for the PRINCE2 Foundation and Practitioner examinations administered by the Association of Project Managers Group (APMG).

## Background

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.

## Objectives

The 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 Examinations

## Duration

**5 days. Delegates are not required to carry out any significant pre-course preparation** as our blend of learning methods provides comprehensive preparation for both examinations which are taken during the course. However, the course is intensive and delegates are advised to undertake some revision work in the evenings to prepare for the examinations.

## Examinations

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 unlimited, money back guarantee of success in the Foundation exam and support all of our Practitioner Certificate candidates until they pass the Practitioner exam. This is done through our free, on-line consultancy service and by offering delegates fee-free, follow-up places on any of our PRINCE2 courses and workshops.

## Free Software

All delegates on our PRINCE2 courses receive a CD with the Benchmark Community Edition of PROJECT in a Box, the world leader in PRINCE2 management software.

## Case Studies

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.

The case studies are particularly important. During the course we follow a £1m project from start up to closure. In Module 2, to reflect the new emphasis on tailoring in the PRINCE2:2009 Manual we have introduced new case studies to show how PRINCE2 can be applied to a project in a major programme and to a simple project.

## COURSE CONTENT

### Module 1 (3 Days)

#### Introduction to Projects and Project Management

#### PRINCE2 Overview

Elements of PRINCE2:

- The PRINCE2 Principles
- The PRINCE2 Processes
- The PRINCE2 Themes
- PRINCE2 Management Products

#### Case Study (Part1):

A realistic case study scenario is used throughout the course to allow delegates to consolidate their knowledge of PRINCE2 through hands-on, syndicate work:

- Designing a Project Management Team
- Preparing a Project Brief
- Analysing Risk
- Identifying Quality Criteria

#### The PRINCE2 Foundation Certificate Examination

### Module 2 (2 Days)

Review of the PRINCE2 Method  
Tailoring PRINCE2

#### Case Study (Part 2):

- Setting Up Project Controls
- Planning Quality
- Product Based Planning
- Authorising a Work Package
- Examining Project Issues
- Closing a Project

#### PRINCE2 Practitioner Examination Techniques

Extensive use is made of past examination papers to prepare delegates for the Practitioner examination.

#### The PRINCE2 Practitioner Certificate Examination