

PROJECT MANAGEMENT

PRINCE2 for Practitioners

Duration: 5 Days

Course presented in collaboration with Global Knowledge

Course presented in English

Course Code: P4P

Overview:

The aim of this training event is to provide delegates with a complete 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 the PRINCE2™ Examinations Board, which focuses on the PRINCE2™ framework and how this might be applied pragmatically to real projects. PRINCE2™ has established itself as the premier approach to managing projects.

PRINCE2™ is generic – capable of being applied to any kind of project – scalable and business-driven.

Organisations that have adopted the PRINCE2™ have claimed that they have been able to achieve greater customer satisfaction during and at the end of projects, to reduce costs and to realise greater benefit from project deliverables.

PRINCE2™ is a Trade Mark of the Office of Government Commerce.

Target Audience:

This training event is designed for practising project managers, project leaders and project coordinators and who wish to gain formal recognition of their skills by taking the PRINCE2™ examination.

Objectives:

- Understand the need for project management and how PRINCE2™ meets that requirement
- Understand the PRINCE2™ process model and apply PRINCE2™ processes
- Prepare project plans using product based planning techniques papers and undertake risk analysis and management for the project.
- Prepare information for inclusion in a Project Initiation Document
- Understand and apply techniques for the management of product, the development, quality control and change control
- Take the PRINCE2™ Foundation and Practitioner examination

Prerequisites:

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 sent pre-course reading which must be completed prior to attending the course.

Testing and Certification:

Delegates will take the PRINCE2™ Foundation exam at the end of day 3 of this course, and the PRINCE2™ Practitioner exam on day 5. Exam fees are included in the list price.

Trainer: **Nicholas Burch - PRINCE2® Instructor**



As an accredited PRINCE2® and PMP instructor with expertise in general, project and training management, Nick headed up the Global Knowledge Business Skills training team since 2007. With extensive global experience from projects and programmes within the military, government, Royal Bank Scotland, Lotus and their own restaurant business, he is an experienced business skills Consultant Trainer here at Global Knowledge.

He has a PRINCE2® Practitioner exam success rate of well above the national average. Courseware for PRINCE2® courses is produced in partnership with Pearce Mayfield. Pearce Mayfield have extensive top level influence within APM Group, the body who administer PRINCE2® on behalf of the Office of Government Commerce. Working with Global Knowledge gives to Nick a unique opportunity to develop the Business Skills portfolio within the company and to provide first class training and consultancy in such areas as PRINCE2®, PMP, Managing Successful Programmes and ITIL globally. At Global Knowledge he is supported by a select group of in-house and associate instructors with extensive business and training experience.

Content:**PRINCE2™**

- ✓ 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 ; types of plan
- ✓ Planning techniques
- ✓ Product based planning
- ✓ The steps in planning.

Project control

- ✓ Work package authorisation
- ✓ Stage assessments
- ✓ Establish project; stage tolerance
- ✓ Checkpoints; highlight reports
- ✓ Handling exception situations
- ✓ Project issues
- ✓ 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