



PRINCE2[®] Foundation

PRINCE2[®] is an internationally recognised best practice project management methodology. Since its inception in 1989, it has been widely adopted and successfully implemented throughout both the public and private sectors around the world. PRINCE2 Foundation level introduces delegates to the principles, techniques and processes required for successful project management.

Why Best Practice Training?

- Proven track record and 98% pass rate at Foundation (Jan to Sept 2014) (industry average = 98%)*
- Expert trainers with years of real world project management experience
- Interactive training materials ensure a hands-on approach for all delegates
- Small class sizes - typically less than ten delegates

Benefits to the individual

- Recognised qualification
- Confidence to take on all projects
- Learn how to delegate work to teams
- Prelude to studying for Practitioner

Benefits to the business

- Gives staff tools to successfully deliver projects on time and within budget
- Minimised risk of project failure
- Reduced waste and increased productivity
- Higher levels of customer satisfaction
- The framework is flexible, scalable, systematic and can be used for a huge variety of different projects.

Audience

Project Managers
Project Support Staff
Business Managers and Project Sponsors
Project Assurance
Those who require a formal approach to project management

Course duration

Three days.
The PRINCE2 Foundation exam is normally taken during the afternoon of the third day.

Pre-requisites

There are no pre-requisites for this course although delegates are expected to spend time before the course reading through the pre-course materials and some experience in project management is useful.



continued over 

Course outline

Over the first two and a half days of the course, the following topics are covered. The exam takes place in the afternoon of the third day. The course is conducted through interactive group study using practical examples and activities.

Our courses include:

- Full colour, high quality accredited courseware
- Experienced and accredited trainer
- PRINCE2 Foundation exam
- The official PRINCE2 manual sent to you before the course
- Pre-course reading to help you prepare for the course and exam
- Refreshments and lunches

A one hour exam is taken on day three of the course. It is necessary to pass this exam in order to proceed to the PRINCE2 Practitioner level. The exam consists of 75 multiple choice questions and the pass mark is 50%. This is a closed book exam i.e. entrants may not refer to any course materials or their own notes.

Course content

Introduction to PRINCE2

- Introduction to PRINCE2, its seven principles and processes

PRINCE2 Processes and Activities

- Directing a Project
- Starting Up a Project
- Initiating a Project
- Controlling a Stage
- Managing Product Delivery
- Managing a Stage Boundary
- Closing a Project

PRINCE2 Themes

- Organisational structure - its relation to the project, the programme and the corporate organisation. Organisational roles.
- Business Case - what is a business case, continued justification, examples of business cases, development path, contents and three levels of options
- Quality - Key terms, example documentation, quality planning, control and assurance, records and responsibilities
- Risk - what is risk, risk management policy, example documentation, risk management procedure, identify opportunities and threats
- Plans - example plans, planning procedure, plan types, exceptions, product based planning, and risks.

PRINCE2 Themes cont.

- Change - what is configuration management, configuration management procedure, issue and change control procedure
- Progress - example documents, tolerances (covering timescales, costs, scope, risk, quality, benefit), stage length and duration, lessons, dealing with project exceptions

PRINCE2 Techniques

- Product based planning
- Quality review
- Change control

Exam Preparation

- Group review of sample exam papers to help prepare for the exam.

Evening Study

- Delegates are expected to spend time reading and reviewing course materials each evening throughout the course. This extra study is necessary to pass the exam