
PRINCE2 2009 Foundation

Days	3
Course code	PBPP2F

Overview

This three-day accredited course provides participants with a thorough grounding in PRINCE2:2009 and comprises of three main elements. The first provides coverage of the PRINCE2 principles: the need for structured project management, why pragmatic and intelligent use of methods is so important, and how PRINCE2:2009 can be employed to achieve business-related objectives.

The second element considers the method itself: the structure of PRINCE2:2009, how the major themes and processes work on their own as well as together, and how the roles associated with the PRINCE2:2009 method can be made really effective.

The third element deals with the tailoring of PRINCE2:2009 and explores the need for tailoring the method when introducing it into a different environments and using it in different sizes of project, always bearing in mind the need to keep bureaucracy to a minimum.

Presented by skilled lecturers with extensive experience in the practical application of project management, the course includes examination coaching and practice using sample exam questions.

All delegates will sit the PRINCE2:2009 Foundation examination (a multiple choice paper) in the late afternoon of the third day of the course.

This course is fully compliant with the latest version of PRINCE2:2009, and carries the award of 22.5 Professional Development Units (PDUs) for PMI re-certification.

Prerequisites

Please note: You must bring signed photo ID with you on exam days (passport, driving licence, student card) as you will be asked to produce it by the invigilator prior to the exam.

The PRINCE2:2009 Foundation course is suitable for anyone who needs to acquire an understanding of the PRINCE2:2009 method, principles, processes, activities and themes. Delegates should ideally have some experience of team leading and basic project management principles. The Foundation exam is a necessary precursor to taking the Practitioner qualification.

Delegates will be provided with course pre-reading material approximately 10 days prior to attending the course. The materials will include a workbook and the official manual – PRINCE2:2009 Managing Successful Projects using PRINCE2. Success on the course will be enhanced by close attention to the pre-reading materials. Delegates must have completed this reading prior to attending the course. (It is recommended that candidates spend 20 hours working through the pre-reading). If you have not received your read ahead material 10 days prior to attending your course, please call Exam Admin on 01793 696273.

It is with regret that, owing to the requirement to complete 20 hours of pre-course reading, QA is unable to allow late bookings on this course. A minimum of two-weeks is required

Delegates will learn how to

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- understand the philosophy and structure of PRINCE2:2009
 - understand the benefits that can accrue from the implementation of a structured project management method such as PRINCE2:2009
 - explain the PRINCE2:2009 process model
 - understand the PRINCE2:2009 themes
 - create a Project Brief
 - create a Project Organisation Structure
 - initiate a project and create Project Initiation Documentation
 - appreciate the use of PRINCE2:2009 products and plans
 - apply progress control mechanisms
 - appreciate the principles of PRINCE2:2009 Quality Management
 - apply change control mechanisms
 - realise the importance of Configuration Management
 - use the PRINCE2:2009 Risk Management approach
 - tune PRINCE2:2009 for differing environments
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Outline

PRINCE2:2009 Philosophy

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- What PRINCE2:2009 is and what it is not; PRINCE2:2009 – links with other project/programme management standards. How enhances the possibilities of Project Success. Overview of Tailoring PRINCE2:2009; The PRINCE2:2009 Principles
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The Structure of PRINCE2:2009

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- Relationship between the PRINCE2:2009 Processes, Activities and Themes; High level PRINCE2:2009 Process map
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Project Start Up and Organisation

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- How PRINCE2:2009 endeavours to answer the question, 'Do we have a viable and worthwhile Project?'; How PRINCE2:2009 ensures that the right people are involved with a clearly defined set of responsibilities
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Project Initiation and the PID

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- The PRINCE2:2009 approach to successfully initiating a project and creating the PID, or Project Baseline
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PRINCE2:2009 Themes

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- Setting up the Project Management Team using the Organisation theme
 - The importance of the business case. How the business case is created and maintained.
 - Planning the project, stage, team activities and exceptions. The PRINCE2:2009 unique product-based framework; Product Based Planning. Staging the project plan
 - The approach to risk/opportunity analysis using the Risk theme.
 - Ensuring the delivery of a quality product using the quality theme.
 - Monitoring & controlling progress. The PRINCE2:2009 control mechanisms that ensure that the project is producing the required products which meet the defined quality criteria, is on schedule and remains viable against its business case
 - Dealing with changes
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Practitioner Preparation and Application of PRINCE2:2009

Whilst the course is predominantly about achieving Foundation level it will also cover the following,

Explanation of the Practitioner examination; Examination techniques; Question and answer sessions; Revision of major topics

PRINCE2:2009 Foundation Examinations

All delegates will sit the PRINCE2:2009 Foundation examination (a multiple choice paper) in the late afternoon of the third day of the course.