PRINCE2® Foundation

Duration: 3 Days   Course Code: P2F   Delivery Method: Virtual Learning

Overview:

The aim of this training is to provide delegates with a fundamental understanding of the PRINCE2® project management method and to help delegates prepare for the PRINCE2® Foundation examination - web proctored exam voucher included in course fee.

The course follows the 6th Edition syllabus issued by AXELOS, 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 – tailorable 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.

Virtual Learning

This interactive training can be taken from any location, your office or home and is delivered by a trainer. This training does not have any delegates in the class with the instructor, since all delegates are virtually connected. Virtual delegates do not travel to this course, Global Knowledge will send you all the information needed before the start of the course and you can test the logins.

Target Audience:

This course is aimed at all members in a project team (administrators, coordinators, managers), practising project managers and programme managers. Due to the generic nature of this course, it is also suitable for general managers, staff in a supporting role, and those who wish to gain formal recognition of their skills by taking the PRINCE2® foundation examination.

Objectives:

- **At the end of this course delegates will be able to;**

- Understand the need for project management and how PRINCE2® meets that requirement

- Understand the PRINCE2® process model

- Prepare project plans using product based planning techniques and undertake risk analysis and management for the project

- Prepare information for inclusion in a Project Initiation Document

- Understand techniques for planning, management of product development, quality control & change control

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 provided with access to study the pre-course video files before the class starts, please reference the document that is sent with your course confirmation for details on how to access.

This PRINCE2® Foundation Pre-Course Video resource is for use in preparation for the PRINCE2® Foundation Course and those returning for PRINCE2® Practitioner. Each short video covers a key area within the PRINCE2® method plus information on the PRINCE2® exams. They are primarily designed to introduce or revise PRINCE2® terminology, concepts and activities to help you get ahead on your PRINCE2® course.

Testing and Certification

Recommended preparation for exam(s):

- PRINCE2® Foundation Exam
Web proctored exam voucher is included in course fee - this has a validity of 12 months. You will need to schedule your exam within this time frame.

Follow-on-Courses:

The following courses are recommended for further study:

- P2U PRINCE2® Practitioner
- P2A PRINCE2® Agile

Content:

PRINCE2®

Background

- Objectives
- Benefits
- Scope
- Structure

Project organisation

- Organisational structure
- Roles and responsibilities
- The project board
- The project manager
- Team Manager Project Assurance
- Project support
- Supplier relationships

Planning

- Purpose and importance
- Components and levels 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
- Project reporting

Risk Management

- Understanding risk
- Risk Management Procedure
- The Risk Register

Quality

- Understanding quality
- Quality planning
- Product descriptions
- Quality control and quality review

Change Control

- Change control procedure
- Authority levels
- Analysing change

Processes

- Starting up and Initiating a project
- Directing a project
- Managing stage boundaries
- Controlling a stage
- Managing product delivery
- Closing a project

PRINCE2® in practice

- Tailoring PRINCE2® for different business environments including Agile
- Scaling PRINCE2® for use with projects of different type and/or size
- Implementing PRINCE2® in an organisation
- Project documentation

Additional Information:

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Further Information:

For More information, or to book your course, please call us on Head Office +44 (0) 118 912 1819

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