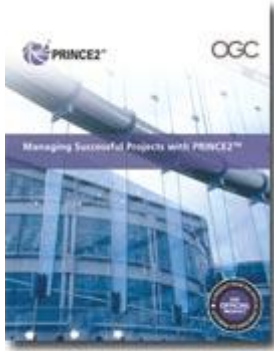


**Duration:**

3 Days - Foundation TC1166

2 Days - Practitioner TC1100

(sequentially or separately)

**OVERVIEW**

PRINCE2® (**Projects In Controlled Environments**) is a globally recognised project management methodology. Originating from the UK, it is based on the *Managing Successful Projects with PRINCE2®* (by the OGC).

PRINCE2® is used extensively in more than 150 countries across the world. It is widely considered as the leading method in project management, with in excess of 20,000 organizations benefiting from its trusted approach.

PM-Partners group is a PRINCE2® Accredited Training Organisation (ATO).

As more companies adopt project management into their businesses, the demand for knowledgeable practitioners increases globally. In gaining recognition as a professional, knowledge of such methodologies is paramount. PRINCE2® Foundation and Practitioner Certification form the basis of the PRINCE2® accreditation program. Our intention is to teach the understanding of the PRINCE2® principles, processes and themes. In addition, our goal is for every participant to attain PRINCE2® certification

PRINCE2® is a Registered Trade Mark of the Cabinet Office. The Swirl logo™ is a Trade Mark of the Cabinet Office.

**YOU RECEIVE**

- Facilitation by experienced, expert practitioners
- Comprehensive workshop materials including the "Managing Successful Programmes with PRINCE2" manual.
- Foundation Certification Guarantee (see following pages)
- Practical, hands-on learning using exercises and case studies
- Full email support throughout the study process
- Telephone and email advice for 60 days
- PRINCE2® pre-course reading and Process Model emailed prior to commencement of Foundation workshop
- PRINCE2® Project Templates emailed on completion of Foundation workshop

**WORKSHOP OBJECTIVE**

The workshop has the following objectives:

- Understand the benefits PRINCE2® brings to an organisation's project and business environment.
- Understand, apply and use PRINCE2® to deliver projects
- Address and manage risks, complexity and issues using PRINCE2®
- Understand PRINCE2® terminology as compared with other project management guides eg *PMBOK® guide*
- Prepare candidates for taking the Foundation and Practitioner examinations

**Please note that the objective for the PRINCE2® Practitioner workshop is Practitioner examination preparation only. No new theory is addressed.**



**NOTE IN ORDER TO ACHIEVE YOUR COURSE OBJECTIVES, PARTICIPANTS ARE REQUIRED TO DO PRE-COURSE WORK FOR BOTH WORKSHOPS (REFER PRE-COURSE WORK)**

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**LEARNING OUTCOMES & FACILITATION**

Successful completion of this workshop will enable participants to:

- Understand the need for project management and how PRINCE2® meets that requirement
- Understand the principles, themes, and processes of PRINCE2®
- Be prepared if things don't go to plan
- Be aware of what decisions the project manager is expected to make
- Understand information needs within a project and by whom and when
- Understand the need to tailor PRINCE2® to your project
- Take the PRINCE2® Foundation and Practitioner Examinations

Facilitators of this workshop are highly qualified and experienced practitioners of project management, education and consultancy and hold all relevant certifications with leading bodies.

**TARGET AUDIENCE**

This workshop is designed for:

- Project Managers, Team Leaders, Project Support Staff, Quality Managers, Project Stakeholders

**PREREQUISITES**

Participants should:

- Be Project Managers or Team Leaders or have had involvement in a project environment.
- Have an understanding of project terminology or have completed a project management fundamentals course

PLEASE NOTE THAT THE FOUNDATION WORKSHOP IS NOT A PROJECT MANAGEMENT FUNDAMENTALS WORKSHOP AND THEREFORE DOES NOT COVER THE PRINCIPLES OF PROJECT MANAGEMENT.



PM-Partners group are registered AIPM Assessors and recognised as a Project Managed Organisation by the Australian Institute Of Project Management.

**ELIGIBLE FOR UP TO 40 CONTINUOUS PROFESSIONAL DEVELOPMENT POINTS (CPDs)**

The PRINCE® Foundation and Practitioner workshops are endorsed by the Australian Institute of Project Management (endorsement numbers 0144 and 0145). Participants holding any of the Project Management accreditations (CPPP/CPPM/CPPD) are eligible to earn 8 points (CPDs) for each day's participation in this workshop.



PM-Partners group is a Global PMI® (Project Management Institute) Registered Education Provider. Participants who have been awarded the Project Management Professional Certification (PMP®) by the Project Management Institute are eligible to earn up to 35 PDUs for their participation in this workshop.

**UP TO 35 PROFESSIONAL DEVELOPMENT UNITS (PDUs) AWARDED**



**Duration:**

3 Days - Foundation TC1166

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(sequentially or separately)

**PRE-COURSE WORK**

**Please note that to ensure your outcomes are achieved both workshops require some pre-course preparation.** For the Foundation workshop this will be sent out 2 weeks in advance of the workshop (or at time of booking if booking less than 2 weeks prior to workshop commencement). Pre-course preparation timeframe: 1-2 hours.

**Participants joining a PRINCE2® Practitioner course will be issued with pre-course work at the end of the Foundation workshop to ensure adequate preparation for the Practitioner examination.**

**EXAMINATION & CERTIFICATION**



By completing the Foundation Workshop (3 days), the participant will have sufficient knowledge to sit the APM Group PRINCE2® Foundation Examination.

The Foundation examination is a one hour, 75 question multiple-choice paper but only 70 questions will be marked. 5 of the 75 questions are for trial and feedback purposes and will not be marked but these will NOT be identified to candidates. The pass mark is 35+ marks. The Foundation examination addresses knowledge of the terminology of the method and a high-level understanding of the concepts.

By completing the Practitioner Workshop (2 days), the participant will have sufficient knowledge to sit the APM Group PRINCE2® Practitioner Examination. Please note a Foundation pass is a prerequisite to sitting the Practitioner examination.

The Practitioner examination is a 2.5 hour examination based on a project scenario, with a total of 9 questions containing 12 question lines, each of which attracts 1 mark, giving a total of 108 marks. The pass mark is 59 (55%). The Practitioner exam tests knowledge, understanding, application, analysis and evaluation of the method.

Please note: Examinations are taken on the final day of each workshop.

**The PRINCE2® Registered Practitioner qualification is valid for 5 years. Practitioners should re-register within 3-5 years of their original certification in order to demonstrate their commitment to professional development.**

The APM Group administers the PRINCE2® examination scheme.

**CERTIFICATION GUARANTEE**

PM-Partners group offer a **Foundation** Certification Guarantee to all participants that:

- Attend the complete course and take the exam at the end of the course
- Listen attentively, ask questions and are actively involved
- Have strong verbal and written English communication skills
- Revise and review the materials before the exam

If by following the above you do not pass the Foundation Exam we will put you through again at no charge.

**DELIVERY**

All workshops may be conducted onsite or at our premises, with experienced facilitators providing group and/or individual instruction. Training is provided through hands-on learning, relevant exercises and the provision of a participant handbook. Our participants receive email support throughout the study process and are also entitled to complementary telephone consultation/advice within 60 days of workshop completion.

**ASSESSMENT/ASSIGNMENTS**

Assessment of competence is established by observation of contribution and participation during case study exercises and group discussion. Participants will also be able to assess their ability to successfully pass the exam, by completing practice exam questions throughout the programme. Follow-up assignments are not part of this workshop offering, but may be designed and conducted upon request.

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## Workshop Content Summary

- **INTRODUCTION TO PRINCE2®**

The background, objectives, benefits, scope and structure of the method.

- **7 PRINCIPLES**

- Continued business justification
- Learn from experience
- Defined roles and responsibilities
- Manage by stages
- Manage by exception
- Focus on products
- Tailor to suit the project environment

- **7 PROCESSES**

- Starting up a Project
- Directing a Project
- Initiating a project
- Controlling a Stage
- Managing Product Delivery
- Managing a Stage Boundary
- Closing a Project.

- **7 THEMES**

- Business Case
- Organization
- Quality
- Plans
- Risk
- Change
- Progress

- **TAILORING PRINCE2 TO THE PROJECT ENVIRONMENT**

What is tailoring, the general approach to tailoring and project scale.