



## TRAINING COURSE OUTLINE

[www.radtac.co.uk](http://www.radtac.co.uk)

### PRINCE2™ for Practitioners (inc. Foundation) – 5 Days

Businesses are undergoing change at an unprecedented rate which shows no signs of abatement, and Projects are the vehicle for implementing such change. The benefits of using structured methods for Project Management have long been recognised, especially in the systems development arena. Now other areas of the business are realising that a more disciplined approach can help ensure that projects add value to the business as planned.

PRINCE2™ is the recognised de facto standard project management method, being used extensively both in the UK and internationally. PRINCE2™ Practitioners have demonstrated a knowledge and ability in applying PRINCE2™. This course of PRINCE2™ project management training provides those who will be using PRINCE2™ with the necessary skills to apply the method to a range of project types in both the IT and non IT business contexts.

This is an intensive five day course which includes the opportunity to sit the APM Group Ltd (APMG) administered PRINCE2™ Foundation and new format Practitioner exams.

#### Audience

Staff who will undertake a PRINCE2™ role in a project, in particular Project Managers, Team Managers/Leaders, Project Assurance or Project Support roles. This course is also suitable for those who wish to undertake the examinations in PRINCE2™ administered by the APMG.

#### Content

- **Project Organisation:** Organisational structure, roles and responsibilities, the project management team including the project board, project and team management. The roles of project assurance and project support, handling suppliers, programme management and the relationships with projects.
- **Planning:** Purpose of planning, types of plan, product identification and specification, determining stages, planning techniques, product based planning, the steps in planning.
- **Project Control:** Work package authorisation, stage assessments, establishing project and stage tolerance, checkpoints, highlight reports, handling exception situations, project issues
- **Risk Management:** Types of risk, risk analysis and management, the risk log.
- **Quality:** Ensuring quality, quality planning, control and review, ISO9000, product descriptions
- **Change Control and Configuration Management:** Change control steps, authority levels. analysing the impact, configuration management.
- **Processes:** Starting up a project, directing a project, initiating 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.

#### Additional Details

**Duration** 5 days.

**Setup** Laptop projection; flip charts; space for groups of three or four to work together in comfort