



PRINCE2®

FOUNDATION COURSE

Introduction

PRINCE2®¹ (Projects IN Controlled Environments, Version2) is a structured method for effective project management. Developed by the UK Government, the PRINCE2® method is internationally accepted as the leading “best practice” project management approach and is widely used in the private and public sectors, both in the UK and internationally.

The course covers the latest version released in 2009 and provides delegates with a solid grounding in the techniques, processes and tools of PRINCE2® and Project Management methodology.

This is the 3 day approach to gaining the Foundation qualification. It is an intense course that will require delegates to prepare thoroughly and be prepared for evening work throughout the course. The course includes the Foundation examination and prepares delegates for the Practitioner course should they wish to move on to that level.

Target Audience

This course is intended for staff involved with project work, project support or project assurance roles and wish to gain a qualification, for example:

- Project team managers, and those aspiring to be
- Project Managers
- Project team members

Course Benefits

- Qualification at the fundamentals level
- Application of PRINCE2® common vocabulary
- Increased confidence for delegates in real world application
- Thorough knowledge of the PRINCE2® methodology at theory and application level.
- Potential to continue on to Practitioner level.

Duration: 3 days

Pre-Requisites: An interest in the application of PRINCE2 in a project environment.

Public Event: Public courses are based around the case study scenario that is used for the Practitioner examination.

In-House Event: Can be tailored around a current project or planned project to help with planning.



TRAINING ORGANIZATION ACCREDITED BY



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About Aspire Europe

The case for using Aspire Europe is compelling; we are an Accredited Training organisation by APM, C4CM and The APM Group and an AXELOS Limited accredited consulting partner. Our trainers include mainly practising project managers who are also approved trainers who have been involved in the development and review of the method. They provide interesting and stimulating events.

The 3 day course is intense, and for individuals coming from a project or operations background the sheer volume of information that has to be processed to achieve Foundation level can be baffling. Preparation is the key to success, which is why we provide a full pre-course programme to help you arrive on the first day fully prepared.

The course prepares delegates for project work; and for those who wish to, the Practitioner course and subsequent examination.

Public Event: Price on application

In-House Event: Price on application

For more details, please contact us

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Course Outline

Module	Content
Introducing PRINCE2®	This session covers: <ul style="list-style-type: none">• Causes of Success and Failure of Projects• Overview of PRINCE2® Methodology Benefits
Key Concepts	This session covers: <ul style="list-style-type: none">• Introduction• Lessons Learned from many projects (Principles)• Project Management Theory (Themes)• Project Management Processes
Organisation	This session covers: <ul style="list-style-type: none">• Need for Project Environment• Organisation Structure• Roles and Responsibilities
Starting Up A Project	This session covers: <ul style="list-style-type: none">• Pre-project Elements
Initiating A Project	This session covers: <ul style="list-style-type: none">• Baseline Documentation
Quality	This session covers: <ul style="list-style-type: none">• Relevance of Quality• Quality Planning• Quality Controls• Quality Review• Responsibility Levels
Plans and Planning	This session covers: <ul style="list-style-type: none">• The Project Product Description (Requirements)• Product Breakdown Structures (Scope)• Product Descriptions (Specifications)• Product Flow Diagram (Sequence)• The broader aspects of Planning
Controlled Progress (Directing a Project; Controlling a Stage; Managing Product Delivery; Managing a Stage Boundary and the Progress Theme)	This session covers: <ul style="list-style-type: none">• Benefits of Stages• Controls in the Project• How Work Packages are Agreed, Undertaken and Delivered• Handling Serious Plan Deviations• Managing Stages• Handling Issues• Tolerances and Exceptions



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Change	This sessions covers: <ul style="list-style-type: none">• Need for Configuration Management• Components of Configuration Management• Endemic Nature of Change• Types of Change• PRINCE2® Approach to Change
Risk	This session covers: <ul style="list-style-type: none">• Requirement for Management of Risk• Risk Assessment• Responses to Risks• Risk Monitoring
Controlled Close	This session covers: <ul style="list-style-type: none">• Steps to be Taken• Acceptance• Learning Lessons
Additional	5 hours of pre-course preparation work is required, along with some evening work (mostly practising answering questions) during the course.
FOUNDATION EXAMINATION	Throughout the course, interwoven within the delivery of the theory and the practical examples of good practice, there is ongoing support and preparation for the examination. We provide sample papers and worked exercises using a scenario/case study to help create situations which develop the delegates understanding and recall of the material.