

COURSE OUTLINE

Course Code: PM-P2P

Course Name :PRINCE2® 6th Edition Foundation

Practitioner



DURATION	SKILL LEVEL	DELIVERY METHOD	TRAINING CREDITS	TECHNOLOGY
2 Day(s)	N/A	VILT	N/A	Project Management

Course Overview

Prerequisites

Students must have attended the Foundation course and successfully completed the Foundation level which is a prerequisite for the Practitioner certification.

Students will be required to complete pre-course reading prior to their attendance to ensure that they are prepared for the course. It is therefore encouraged that students read, and familiarize themselves with, the PRINCE2 6th EDITION official course manual prior to the start of the course.

Target Audience

The course is aimed at Project Managers and aspiring Project Managers. It is also relevant to other key staff involved in the design, development and delivery of projects, including Project Board Members (e.g. Senior Responsible Owners), Team Managers (e.g. Product Delivery Managers), Project Assurance (e.g. Business Change Analysts), Project Support (e.g. Project and Programme Office personnel) and operational line managers/staff. Technology Delivery Method Professional Development Units (PDUs) Project Management Instructor-led 14

Topics

Module 1: Business Case Theme

The purpose of this session is to present the concepts of the Business Case Theme.

Lessons

- Contents of the Business Case
- Contents of the Benefits Review Plan
- Roles and Responsibilities

Module 2: Organisation Theme

The purpose of this session is to present the concepts of the Organisation Theme. Lessons

- Relationship between the Communication Management Strategy and Themes and Products
- Composition of a Communication Management Strategy
- Interfaces with Processes
- Roles and Responsibilities

Module 3: Quality Theme

The purpose of this session is to present the concepts of the Quality Theme. Lessons

- PRINCE2 Approach
- Composition of the Project Product Description
- Project Product Description
- Product Description
- Composition of the Product Description
- Quality Responsibilities
- Composition of the Quality Register
- Example of a Quality Register
- Composition of the Quality Management Strategy

- Quality Review Technique Steps
- Interfaces with Processes
- Roles & Responsibilities

Module 4: Plans Theme

The purpose of this session is to present all of the concepts of the Plans Theme.

Lessons

- PRINCE2 Approach To Plans – Steps Required
- Planning – Design the Plan
- Planning – Define and Analyse the Products
- Planning– Identify Activities and Dependencies
- Planning – Prepare Estimates
- Planning – Prepare Schedule
- Planning – Analyse the Risks
- Planning – Document the Plan
- Composition of a Plan
- Interfaces with Processes
- Roles and Responsibilities

Module 5: Risk Theme

The purpose of this session is to present the concepts of the Risk Theme.

Lessons

- Composition of a Risk Management Strategy
- Composition of a Risk Register
- Interfaces with Processes
- Roles & Responsibilities

Module 6: Change Theme

The purpose of this session is to present the concepts of the Change Theme.

Lessons

- Composition of a Configuration Item Record •
- Composition of an Issue Report
- Composition of the Product Status Account •
- Processes where Issues are Captured and Managed
- Processes where Change Budget and Change Authority are Agreed
- Processes where Controls are Developed, Used and Reviewed
- Roles and Responsibilities

Module 7: Progress Theme

The purpose of this session is to present the concepts of the Progress Theme. Lessons

- Six Tolerance Areas by Level
- Composition of a Work Package
- Composition of a Lessons Log
- Composition of a Lessons Report
- Composition of a Checkpoint Report
- Composition of a Highlight Report
- Composition of an End Stage Report
- Composition of an Exception Report
- Composition of an End Project Report
- Processes Where Reports Are Developed, Used and Reviewed
- Roles and Responsibilities

Module 8: Starting up a Project

The purpose of this session is to present the concepts of Starting up a Project Process.

Lessons

- Activity Interface with Themes
- Appoint the Executive and the Project Manager
- Capture Previous Lessons
- Design and Appoint the Project Management Team
- Prepare the Outline Business Case
- Select the Project Approach and Assemble the Project Brief
- Plan the Initiation Stage
- Composition of a Project Brief
- Processes Where Project Brief is Developed, Used and Reviewed

Module 9: Directing a Project

The purpose of this session is to present the concepts of the Directing a Project Process.

Lessons

- Activity Interface with Themes
- Authorize Initiation
- Authorize the Project
- Authorize a Stage or Exception Plan
- Give Ad Hoc Direction
- Authorize Project Closure

Module 10: Initiating a Project

The purpose of this session is to present the concepts of the Initiating a Project Process.

Lessons

- Activity Interface with Themes
- Prepare the Risk Management Strategy
- Prepare the Configuration Management Strategy
- Prepare the Quality Management Strategy
- Prepare the Communication Management Strategy
- Set Up the Project Controls
- Create the Project Plan
- Refine the Business Case
- Assemble the Project Initiation Documentation
- Composition of Project Initiation Documentation

Module 11: Controlling a Stage

The purpose of this session is to present the concepts of the Controlling a Stage Process.

Lessons

- Activity Interfaces with Themes
- Authorize a Work Package
- Review Work Package Status
- Receive Completed Work Packages
- Review the Stage Status
- Report Highlights
- Capture and Examine Issues and Risks
- Escalate Issues and Risks

Module 12: Managing Product

Delivery

The purpose of this session is to present the concepts of the Managing a Product Delivery Process.

Lessons

- Activity Interfaces with Themes
- Accept a Work Package
- Execute a Work Package
- Deliver a Work Package

Module 13: Managing a Stage

Boundary

The purpose of this session is to present the concepts of the Managing a Stage Boundary Process.

Lessons

- Activity Interfaces with Themes
- Plan the Next Stage
- Update the Project Plan
- Update the Business Case
- Report Stage End
- Produce an Exception Plan

Module 14: Closing a Project

The purpose of this session is to present the concepts of the Closing a Project Process.

Lessons

- Activity Interfaces with Themes
- Prepare Planned Closure
- Prepare Premature Closure
- Hand Over Products
- Evaluate the Project
- Recommend Project Closure

Module 15: Tailoring PRINCE2 6th EDITION to the Project Environment

The purpose of this session is to outline the principle

of Tailoring PRINCE2 6th EDITION to the Project Environment.

Lessons

- Differences between Tailoring and Embedding

Exams and Certifications

At course completion

After completing this course, students will be able to Produce detailed explanations of all principles, themes and processes and worked examples of all PRINCE2 6th EDITION products. Show they understand the relationships between principles, themes, and processes and PRINCE2 products.

Demonstrate that they understand the reasons behind the principles, themes, and processes of PRINCE2 6th EDITION, and that they understand the principles underpinning these elements.

Demonstrate their ability to tune PRINCE2 6th EDITION to different project circumstances.

Follow on Course:

[Link to the next recommended course -link to course on website](#)
