

PRINCE2® Foundation | Essentials of Project Management

Course Duration: 3 days – APMG Accreditation Programme

Overview: PRINCE2® (Projects IN a Controlled Environment) is a leading edge approach to managing projects. With the launch of PRINCE2® also came its recognition as the *de facto* standard for managing projects, not just in the IT/IS environment, but for projects of any size and complexity, run in any industry sector.

In support of this recognition, The APM Group offer a certification programme accredited by UKAS on behalf of OGC. This course conforms to the syllabus set down by the APM Group for delegates wishing to gain PRINCE2® Foundation certification. ESMI is accredited for PRINCE2®.

Target student: This is an intensive three-day course leading to delegates sitting the PRINCE2® Foundation examination on the final day. This course is aimed at anyone wishing to gain the qualification and needing to understand the terminology and principles behind the method.

This course would benefit:

- Project Managers
- General Managers
- Programme Managers
- Project Team Managers and support staff
- Staff who will have a defined role
- Project Management Consultants

Duration: This is a three day course leading to the PRINCE2® Foundation Examination which takes place on the final day.

Delivery Method: Instructor-led, group-paced, classroom-delivery learning model with structured hands-on activities. The course has a significant aspect of syndicate work in a case study environment; to give a sound understanding of project based work according to PRINCE2®. The course also prepares the candidate for the examination, which leads to the Foundation Certificate in Project Management, administered by the APM Group.

Course Content: This course follows the syllabus set down by the APM Group in order to prepare delegates to pass the PRINCE2® Foundation Paper.

Day 1:

- Introduction to Project Management
- Overview of PRINCE2®
- Starting up a project
- The Project Management Team

Day 2:

- Initiating a project
- The Business Case
- Risk and Quality Management
- All aspects of Planning
- Controls

Day 3:

- Managing Stage Boundaries
- Quality in a PE Controlling a Stage
- Managing Product Delivery
- Change Control
- Configuration Management and Project Closure
- Foundation Exam

Pre-requisites: Comprehensive Pre-course reading material is provided, including a copy of the OGC's "Managing Successful Projects with PRINCE2®" with instructions.

Examination Preparation: Delegates must undertake a period of self-study using materials provided before the course. In addition there is a requirement for evening work to be completed throughout the course.

The Foundation examination, a one-hour multiple choice questionnaire exam, takes place in the afternoon of the third day.

Performance-Based Objectives

Lesson objectives help students become comfortable with the course, and also provide a means to evaluate learning. Upon successful completion of this course, students have:

- Gained a basic knowledge and understanding of project management and project-based work.
- Identified the difference between a project and a process.
- Been introduced to the components, elements and processes of PRINCE2® and the relationships that bind them together.

