

# PRINCE2:2009™

## Practitioner - 5 days

Jan. 18<sup>th</sup> – Jan. 22<sup>nd</sup>  
West Harvest Inn, Regina



### Overview

You will achieve a detailed and practical understanding of the PRojects IN Controlled Environments (PRINCE™) project management method. You will learn how to use PRINCE2:2009™ for projects of all sizes and types, avoiding unnecessary overheads and gaining maximum benefit.

PRINCE is a valuable qualification but not without effort! The course is likely to be seen as intensive and some evening work will be required. By the end of the course, you will be fully prepared for the requirements of the official PRINCE2:2009™ Foundation and Practitioner Exams, included in the seminar. You will also earn 59 PDU's for PMP recertification.

### Prerequisites

You will have some experience of Project Management or be working in a project environment and will have completed the pre course reading provided.

## Key Learning Points

### PRINCE 2 Introduction

- PRINCE and the Big Picture
- 7 Principles
- 7 Processes
- 7 Themes

### Organization

- The project management team
- Defining responsibilities for:-
- The Project Board
- Project and Team Managers

### Starting up a Project

- Writing a Project Brief
- The essential Business Case

### Initiating a Project

- Preparing project Strategies
- Assemble the Project Initiation Document

### Quality

- Defining Customer Quality Expectations
- Quality management, planning and control

### Plans

- Levels of plan
- Product Based Planning

### Progress and Change

- Dealing with Issues and change
- Management by exception
- Management by stages

### Risk

- Risk management strategy
- Risk management procedure

### Directing a Project

- Taking authority and responsibility
- Steering through problems

### Running a Project

- Controlling a Stage
- Managing Product Delivery
- Managing a Stage boundary

### Closing a Project

- Planned and premature closure
- Evaluating the project

### Your PRINCE2™ Approved Trainer

Mike Longman has been a PRINCE2™ Accredited Trainer since 1999, one of the first in the world. Mike regularly delivers PRINCE2™ Practitioner public training courses as well as client-site courses and has developed PRINCE2™ training course materials.

Mike has 32 years experience in the UK public sector, 18 years of which were in senior management posts. He has managed large numbers of staff including their training, motivation, budgets, project management and quality systems.

# **PRINCE2:2009™**

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### **Outline Timetable**

#### **Day 1**

- Course Introduction
- Overview of PRINCE2 & Principles
- Organization
- Starting Up a Project
- Initiating a Project
- The Business Case
- Homework

#### **Day 2**

- Review of Day 1
- Quality
- Plans and Product Based Planning
- Risk
- Directing a Project & Progress
- Controlling a Stage & Progress
- Homework including practice exams

#### **Day 3**

- Review of Day 2
- Change
- Managing Product Delivery
- Managing a Stage Boundary
- Closing a Project
- PRINCE2 Foundation Exam
- Homework

#### **Day 4**

- Review of Day 3
- Practitioner exam – tips & technique
- Revision of key areas
- Practitioner exam questions
- Homework – revision for Practitioner exam

#### **Day 5**

- Review of Day 4
- Practitioner Exam revision
- PRINCE2 Practitioner Exam
- Close

*Actual running order may be modified at Trainer's discretion*

#### **Course Notes:**

- The course will start at 9:30am on Day 1 and finish at approximately 5:00pm
- Day 5 will finish in the early afternoon, following the PRINCE2™ Practitioner exam
- Some evening work is required (Approx 1 – 2 hours nightly)
- Seminar with required reading will provide 59 PDU's for PMP recertification
- All seminars take place at the West Harvest Inn, 4025 Albert Street, Regina, SK.
- Seminar fees include textbooks, reference materials, and registration for Foundation and Practitioner exams, refreshments and lunch daily.

**For more information, or to register, please contact us at  
(306)522-8588 ext 0 or [headoffice@paradigm.sk.ca](mailto:headoffice@paradigm.sk.ca).**