

# PRINCE2®

## PRojects IN Controlled Environments Certification

### Programme overview

PRINCE2® is a structured project management method based on experience drawn from thousands of projects - and from the contributions of countless project sponsors, project managers, project teams, academics, trainers and consultants. It has been designed to be scalable and easily adapted to the needs of different kinds of projects and organisations. The method is very well established as a standard in the UK and is also practised worldwide.

### What you will gain

#### Foundation level

Certification at Foundation level will confirm that a candidate has sufficient knowledge and understanding to work with, or as a member of, a project team within a PRINCE2 environment. The Foundation qualification is a prerequisite for the Practitioner qualification. By the end of this course you'll be able to understand:

- The characteristics and context of a project and the benefits of adopting PRINCE2
- The purpose of the PRINCE2 roles, management products and themes
- The PRINCE2 principles
- The purpose, objectives and context of the PRINCE2 processes

#### Practitioner level

Certification at Practitioner level will confirm that a candidate understands how to apply and tailor PRINCE2 in a scenario situation and be able to start applying the method to a real project. By the end of this course you'll be able to:

- Understand the relationships between the PRINCE2 roles, management products, principles, themes, techniques and processes
- Apply the PRINCE2 method to projects of varying size and complexity
- Understand the difference between embedding and tailoring PRINCE2



## Course structure

### Foundation

3 days

### Foundation and Practitioner

5 days



**IN-COMPANY  
CLASSROOM  
COURSE**

Training to meet your specific needs in the most convenient way for you, either over consecutive days or split into separate modules

## Re-registration

**The Practitioner certification is valid for 3 years.**

Re-registration options include taking the exam after 3 years, or joining AXELOS membership programme and logging CPD points.

If you are coming up for re-registration, call us on +44 (0)1276 34480 or email [info@changequest.co.uk](mailto:info@changequest.co.uk) to discuss what support you may need and how we can help.

## The Foundation covers the following areas

- Definition and characteristics of a project
- The structure and philosophy of PRINCE2
- Overview of the 7 PRINCE2 principles
- Overview of the 7 PRINCE2 themes: business case; quality; risk; planning; organisation; change; progress
- Overview of the 7 PRINCE2 processes: starting up a project; initiating a project; directing a project; controlling a stage; managing product delivery; managing a stage boundary; closing a project
- The purpose of the Communication Management Approach
- Definition of a stakeholder
- Benefits of using PRINCE2

## The Practitioner covers the following areas

- The relationship between the Communication Management Approach and other PRINCE2 products and themes
- Understanding, applying and tailoring the business case
- Understanding, applying and tailoring a benefits review
- How the context of a customer/supplier environment affects the application of the PRINCE2 themes, processes and management products

## Gaining the qualification

The course is based on the manual *Managing Successful Projects with PRINCE2® (2017 Edition)* which provides guidance on the principles, processes and themes required to manage projects in any environment. The exams included in this course are:

### PRINCE2 Foundation

- 1 hour multiple-choice paper
- Closed book (i.e. no other material allowed in the classroom)
- A total of 60 questions
- Need a minimum of 33 correct answers to pass

### PRINCE2 Practitioner

The purpose of the practitioner qualification is to confirm you have achieved sufficient understanding of how to apply and tailor PRINCE2 in a scenario situation.

- 2.5 hour paper with no additional reading time
- Open book exam (official PRINCE2 manual only)
- A total of 68 questions
- Need a minimum of 38 correct answers to pass



## Who should attend?

The **PRINCE2 Foundation** qualification is relevant for anyone wishing to understand the fundamental principles of the PRINCE2 method. It is particularly valuable for anyone working with, or within, a PRINCE2 focused project team.

The **PRINCE2 Practitioner** qualification is relevant for anyone with experience of managing projects, wishing to apply PRINCE2 principles to projects of any size or complexity. It will be equally appropriate for people managing projects, and for project team members, business managers and those working within a project office environment.

## Course benefits

**For individuals** – In addition to gaining an understanding of this core framework for managing and reporting on projects, individuals will become more focused on the business case benefits, rather than seeing the completion of the project as an end in itself. The course will also help with understanding stakeholders' needs and communicating effectively throughout the project lifecycle.

**For organisations** – The PRINCE2 method promotes consistency across the organisation, enabling all project resources to work more effectively even where team changes occur. It offers valuable diagnostics to assess project work, and improves communication and control, meeting the needs of all levels of management.

## Duration

We can present this 5 day programme in the most convenient way for you, for example as 5 consecutive days, or as 2 modules covering the Foundation and Practitioner levels separately. Having a time lag between the modules means there is more time for people to practise applying the concepts and to prepare for the practitioner exam. You can run either the full accredited certification course, or shorter bespoke options.

## Training to meet your specific needs



### IN-COMPANY CLASSROOM

In-company training means we can reference your current processes, specific terminology and project management frameworks, throughout the course. This makes it easier for people to identify how best to apply the theory and concepts in the most effective and beneficial way. It also means your teams can work with 'live' project examples during course activities to develop useful outputs, making the programme even more relevant and effective. In-company training:

- Offers you the convenience of choosing when and where the training takes place
- Minimises travel and accommodation overheads and can be more cost-effective
- Allows your teams to work with their actual project examples, discuss their specific challenges and find solutions together
- We get to know your ways of working and methods, before the course begins
- Post-course support includes follow-ups to review progress

## Why choose ChangeQuest?

The course has been designed with you 'the learner' in mind and not the course syllabus to be covered. We specialise in using innovative learning techniques to suit different learning styles and create an environment which will challenge you whilst keeping it enjoyable and fun. Our focus is on your issues, making the course highly relevant and practical, so you get greater value for your investment.

We're highly trained in project management, change management, neuro linguistic programming (NLP) and facilitation skills, and share this rich mix of experience with you to help make your experience unique and inspirational. We don't just talk about theory, we 'walk the talk'. With over 20 years' business experience, we have repeatedly demonstrated how applying these tools and techniques can help achieve outstanding results.

Full support is provided, before, during and after the course, so that you get the best possible results from your ChangeQuest training.

## What others have said about the course

"Great trainer, very engaging, lovely relaxed atmosphere. Thoroughly enjoyed the course!"

**PROJECT MANAGER**

"Trainer was very helpful and easy to talk to and gain appropriate tips and knowledge for use in everyday work"

**ASSOCIATE PRODUCER**

"Everything was excellent"

**TECHNICAL PROJECT LEADER**

"The delivery of the course materials was excellent. Open discussions helped to consolidate ideas and theories. Great mix of experience and knowledge within the group which everyone was prepared to share – this is my favourite way of learning"

**BUSINESS ANALYST**

"The most enjoyable course I have done to date. Thank you so much"

**PROJECT CONSULTANT**

"The trainer was very good at explaining the material in relation to other approaches and kept your motivation throughout"

**PRODUCT OWNER**

"Thoroughly enjoyed the course, great group of people. The lectures and delivery were first class. I would highly recommend ChangeQuest."

**PROJECT MANAGER**

Contact us to discuss your specific requirements, and together we will find the solution that is perfectly suited to your needs.

Call on **+44 (0)1276 34480** or email **info@changequest.co.uk**