

# COURSE OUTLINE



## Prince2 Foundation

### Why choose MTC for your Prince2 Training and Certification

- MTC's pass rates are well above the national average, with fantastic delegate feedback.
- Restricted class sizes to keep trainer to delegates ratios at an appropriate level, in order to maximise your chances of exam success.
- MTC's exam retake policy, allows delegates to retake the Foundation exam at no additional charge.
- Prince2 pre-course reading is issued in advance, at the point of course confirmation, it requires 12-20 hours to complete, and includes the APMG manual.
- Prince2 colour printed training materials, which are well structured and cross reference the Prince2 APMG manual.
- Valuable Prince2 software and tools.
- Post course support and advice.
- Lunch and refreshments are provided within the course cost. No need to leave the training venue at lunch time. We feel this helps the group to bond, and helps create a team atmosphere.
- Training is delivered from our dedicated training facilities based on the outskirts of Sunderland, easily accessed from both the A19 and A1.
- Free on site parking.

### Overview

The Foundation course adds a significant amount of knowledge and understanding of how all the Processes, Themes and Techniques all work together to achieve the successful delivery of a PRINCE2™ project

### Duration

**3 Days**

### Exam

Prince2 Foundation

### Target Audience

Project Managers, Project Consultants, Project Planners, Project Estimators, Resource Managers, Team Managers, Supervisors, Project Support Staff, Project Assurance Staff or anyone requiring more than a basic knowledge of PRINCE2™

### Pre-Requisites

# COURSE OUTLINE



There are no pre-requisites in terms of project management experience. Prior to the course, each delegate will be pre-course reading, in order that they become familiar with the PRINCE2™ concepts.

It is essential to the successful delivery of this course that the pre-course work is completed.

## Additional Information

For those wishing to consolidate the Foundation concepts, the choice is between sitting the 5-day Practitioner course, or one of the two variants of the Conversion course. Where delegates have had a significant amount of time since attending the Foundation course, or require a full refresher, or attended the older versions of the Foundation (prior to the 6th of July 2009), then the 5 day Practitioner may prove to be the wiser investment.

For those preparing for the Practitioner examination, where a quick reminder of the method and practise in the exam technique is all that is required, then the 2 day Conversion course is available. The 2 day Conversion course is also suitable for delegates re-sitting the examination or renewing their qualifications. Where clients feel that something in between these two extremes is more appropriate, the 3 day Conversion course is available for Closed Courses only.

PRINCE2 has been designed as a project management method for use on any type of project. However, it does not cover the use of very many techniques, so we are pleased to offer a course that picks up where PRINCE2 stops - Project Planning and Control Techniques (PPCT). This course offers a practical, hands-on approach to a number of different techniques in everyday use.

PRINCE2 does not cover the use of any supporting tools, therefore we have adapted the Project Planning and Control Techniques course to include the use of the latest version of Microsoft Project.

## Course Contents

### Day 1

- Introduction to Principles, Themes and Processes
- Overview of Processes
- Business Case Theme
- Organisation Theme
- Starting Up a Project
- Directing a Project

### Day 2

- Review of Day 1
- Initiating a Project
- Risk Theme
- Quality Theme
- Change Theme

# COURSE OUTLINE

---



- Controlling a Stage
- Managing Product Delivery
- Managing a Stage Boundary
- Plans Theme

## Day 3

- Review of Day 2
- Progress Theme
- Closing a Project
- Revision and exam