

ONE-DAY OVERVIEW COURSE OUTLINE

Introduction

This one-day overview course is designed to introduce delegates to the value and general content of the Components and Processes of PRINCE2 (**PR**ojects **IN** **C**ontrolled **E**nvironments) structured project management methodology, in support of projects of all sizes.

The one-day overview course is aimed at individuals who are involved in projects but not necessarily managing them.

This one-day overview briefly introduces the need for a structure approach to project management and how PRINCE2 meets that need through its Components and Processes throughout the life cycle of a project. It will include the need to establish Customer Quality Expectations, Acceptance Criteria and Project Controls during the "Controlled Start". It also includes the need for realistic risk assessed plans (at project and stage level) to be devised and their deadlines adhered to.

However, the overview **does not** set out to teach the application of the PRINCE 2 method nor does it provide skills training in project management. There is a good deal to cover in one day; in summary the one-day overview comprises a relatively fast-paced delivery, with some opportunity for discussion and workshop-style interaction.

Learning outcomes of the course

On completion of the course the participants should be able to:

- Discuss the key terms of PRINCE2 approach to Project Management
- Prepare for PRINCE2 foundation and practitioner course

Course

The course will examine:

- Definition of a Project and its relationship to Products
- Benefits of a structured approach to Project Management
- Eight Processes
 - Starting up a Project
 - Initiating a Project
 - Directing a Project
 - Planning
 - Controlling a Stage
 - Managing Product Delivery
 - Managing Stage Boundaries
 - Closing a Project
- Scalability

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- Requirement of Business Case and Risk Management in a project
- Roles and responsibilities of project board and other team members
- Change Control Technique
- Essential elements of a controlled close to projects
- Conclusion

Prerequisites

There are no pre-requisites for this course. Unless advised otherwise it is assumed that delegates have had no previous experience of PRINCE2.