

## EXECUTIVE BRIEFING COURSE OUTLINE

### Introduction

This executive briefing course is designed to introduce senior managers of an organisation to the value and general content of the PRINCE 2 (**PR**ojects **IN** **C**ontrolled **E**nvironments) structured project management methodology. The aim is also to inform the project board members of their roles and responsibilities in relation to the projects they manage.

One of our more popular non-Practitioner PRINCE2 courses, this briefing introduces the need for a structured method and outlines how PRINCE2 meets that need and supports the project board members in carrying out their duties. However, the overview does not set out to teach the application of the PRINCE 2 method.

### Learning outcomes of the course

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

- Discuss the key responsibilities of Project Board members
- Identify key requirements for a controlled start, middle and closure of projects

### Course

The course will examine the need for a structured approach to project management

Why PRINCE2 ? - Project Management Problems

Key Elements of PRINCE 2 Approach:

A brief introduction to the PRINCE 2 Model comprising:

The Eight Processes

- Key emphasis on:
  - Project Mandate including Scope
  - Controlled Start
  - Directing a Project
  - Controlled Progress
  - Controlled Close

The Eight Components

- Key Emphasis on:
  - Business Case
  - Project Organisation including roles of Project Board & Project Manager
  - Relationship between Project Manager & Project Board
  - Role of Project Assurance
  - Risks
  - Controls including Communication Plan/Reporting Process

### Prerequisites

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