

PRINCE2® Practitioner

Course Outline

1. Understand how to apply the PRINCE2 principles in context

1. Analyse the application of PRINCE2 principles in context:
 - Ensure continued business justification
 - Learn from experience
 - Define roles, responsibilities and relationships
 - Manage by stages
 - Manage by exception
 - Focus on products
 - Tailor to suit the project

2. Understand how to apply effective people management in successful projects

1. Assess whether an approach to leadership and management of teams is appropriate
2. Assess whether an approach to leadership and management of change within a project, and people affected by a project, is appropriate
3. Apply the approach to the following:
 - Communications
 - People central to the method
4. Apply the key management products required to support the people element of projects:
 - Communication management approach
 - Change management approach

3. Understand how to apply and tailor relevant aspects of PRINCE2 practices in context

3.1 Business case

1. Apply the PRINCE2 'business case' practice, demonstrating an understanding of:
 - The key management products required to support the 'business case' practice:
 - Business case
 - PID: benefits management approach
 - PID: sustainability management approach
 - Project brief
 - The areas of focus for key roles associated with the 'business case' practice
 - Effective management and associated techniques
2. Analyse whether an approach to applying the 'business case' practice is effective and fit for purpose, taking into consideration: the PRINCE2 principles, the effective management and associated techniques of the practice, and tailoring to the project's environment/context

3.2 Organizing

1. Apply the PRINCE2 'organizing' practice, demonstrating an understanding of:
 - The key management products required to support the 'organizing' practice:
 - PID: project management team structure
 - PID: role descriptions

- PID: commercial management approach
 - The areas of focus for key roles associated with the ‘organizing’ practice
 - Effective management and associated techniques
- 2. Analyse whether an approach to applying the ‘organizing’ practice is effective and fit for purpose, taking into consideration: the PRINCE2 principles, the effective management and associated techniques of the practice, and tailoring to the project’s environment/context

3.3 Plans

1. Apply the PRINCE2 ‘plans’ practice, demonstrating an understanding of:
 - The key management products required to support the ‘plans’ practice:
 - Plan (project, stage, team & exception plans)
 - Project product description
 - Work package description
 - The areas of focus for key roles associated with the ‘plans’ practice
 - Effective management and associated techniques
2. Analyse whether an approach to applying the ‘plans’ practice is effective and fit for purpose, taking into consideration: the PRINCE2 principles, the effective management and associated techniques of the practice, and tailoring to the project’s environment/context

3.4 Quality

1. Apply the PRINCE2 ‘quality’ practice, demonstrating an understanding of:
 - The key management products required to support the ‘quality’ practice:
 - Product description
 - Project log: product register
 - PID: quality management approach
 - Project log: quality register
 - The areas of focus for key roles associated with the ‘quality’ practice
 - Effective management and associated techniques
2. Analyse whether an approach to applying the ‘quality’ practice is effective and fit for purpose, taking into consideration: the PRINCE2 principles, the effective management and associated techniques of the practice, and tailoring to the project’s environment/context

3.5 Risk

1. Apply the PRINCE2 ‘risk’ practice, demonstrating an understanding of:
 - The key management products required to support the ‘risk’ practice:
 - PID: risk management approach
 - Project log: risk register
 - The areas of focus for key roles associated with the ‘risk’ practice
 - Effective management and associated techniques
2. Analyse whether an approach to applying the ‘risk’ practice is effective and fit for purpose, taking into consideration: the PRINCE2 principles, the effective management and associated techniques of the practice, and tailoring to the project’s environment/context

3.6 Issues

1. Apply the PRINCE2 ‘issues’ practice, demonstrating an understanding of:
 - The key management products required to support the ‘issues’ practice:
 - PID: issue management approach

- Issue register
- Issue report
 - The areas of focus for key roles associated with the 'issues' practice
 - Effective management and associated techniques
- 2. Analyse whether an approach to applying the 'issues' practice is effective and fit for purpose, taking into consideration: the PRINCE2 principles, the effective management and associated techniques of the practice, and tailoring to the project's environment/context

3.7 Progress

1. Apply the PRINCE2 'progress' practice, demonstrating an understanding of:
 - The key management products required to support the 'progress' practice:
 - Project log: daily log
 - Project log: lessons log
 - Lessons report
 - End stage report
 - End project report
 - Checkpoint report
 - Highlight report
 - Exception report
 - PID: digital and data management approach
 - The areas of focus for key roles associated with the 'progress' practice
 - Effective management and associated techniques
2. Analyse whether an approach to applying the 'progress' practice is effective and fit for purpose, taking into consideration: the PRINCE2 principles, the effective management and associated techniques of the practice, and tailoring to the project's environment/context

4. Understand how to apply (and tailor) relevant aspects of PRINCE2 processes in context

4.1 Starting up a project

1. Carry out the 'starting up a project' process, demonstrating an understanding of:
 - The activities, inputs and outputs
 - The recommended roles and responsibilities within the process (RACI table)
 - How the practices are applied
2. Analyse whether the 'starting up a project' process activities, roles and responsibilities are effective and fit for purpose, taking into consideration: tailoring to the project's environment/context, the PRINCE2 practices, and the purpose and objectives of the process

4.2 Directing a project

1. Carry out the 'directing a project' process, demonstrating an understanding of:
 - The activities, inputs and outputs
 - The recommended roles and responsibilities within the process (RACI table)
 - How the practices are applied
2. Analyse whether the 'directing a project' process activities, roles and responsibilities are effective and fit for purpose, taking into consideration: tailoring

to the project's environment/context, the PRINCE2 practices, and the purpose and objectives of the process

4.3 Initiating a project

1. Carry out the 'initiating a project' process, demonstrating an understanding of:
 - The activities, inputs and outputs
 - The recommended roles and responsibilities within the process (RACI table)
 - How the practices are applied
2. Analyse whether the 'initiating a project' process activities, roles and responsibilities are effective and fit for purpose, taking into consideration: tailoring to the project's environment/context, the PRINCE2 practices, and the purpose and objectives of the process

4.4 Controlling a stage

1. Carry out the 'controlling a stage' process, demonstrating an understanding of:
 - The activities, inputs and outputs
 - The recommended roles and responsibilities within the process (RACI table)
 - How the practices are applied
2. Analyse whether the 'controlling a stage' process activities, roles and responsibilities are effective and fit for purpose, taking into consideration: tailoring to the project's environment/context, the PRINCE2 practices, and the purpose and objectives of the process

4.5 Managing product delivery

1. Carry out the 'managing product delivery' process, demonstrating an understanding of:
 - The activities, inputs and outputs
 - The recommended roles and responsibilities within the process (RACI table)
 - How the practices are applied
2. Analyse whether the 'managing product delivery' process activities, roles and responsibilities are effective and fit for purpose, taking into consideration: tailoring to the project's environment/context, the PRINCE2 practices, and the purpose and objectives of the process

4.6 Managing a stage boundary

1. Carry out the 'managing a stage boundary' process, demonstrating an understanding of:
 - The activities, inputs and outputs
 - The recommended roles and responsibilities within the process (RACI table)
 - How the practices are applied
2. Analyse whether the 'managing a stage boundary' process activities, roles and responsibilities are effective and fit for purpose, taking into consideration: tailoring to the project's environment/context, the PRINCE2 practices, and the purpose and objectives of the process

4.7 Closing a project

1. Carry out the 'closing a project' process, demonstrating an understanding of:
 - The activities, inputs and outputs

- The recommended roles and responsibilities within the process (RACI table)
 - How the practices are applied
2. Analyse whether the 'closing a project' process activities, roles and responsibilities are effective and fit for purpose, taking into consideration: tailoring to the project's environment/context, the PRINCE2 practices, and the purpose and objectives of the process

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