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RKA070

PRINCE2® FOUNDATION COURSE OUTLINE

Introduction

This Foundation course is an APM Group Ltd (APMG) Accredited Course that covers the elements contained in the APMG Syllabus for the PRINCE2 (**PR**ojects **IN** **C**ontrolled **E**nvironments) Foundation Course.

The Foundation course is aimed at individuals who need to be informed members of a project management team within an environment using PRINCE2 methodology. It is targeted towards explanation of various terminology, the purpose and benefits of the documents produced and how these can be applied to everyday project work.

The various elements of PRINCE2 will be re-enforced using a sample case study.

Learning outcomes of the course

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

- Discuss the principles of PRINCE2 methodology
- Apply PRINCE2 methodology to projects within their organisations

Course

The course will examine:

- Definition of a Project and its relationship to products/outcomes/benefits
- Benefits of a structured approach to Project Management
- Seven principles
 - Continued Business justification
 - Learn from experience
 - Defined roles and responsibilities
 - Focus on products
 - Manage by stages
 - Manage by exception
 - Tailoring
- Seven Processes
 - Starting up a Project
 - Initiating a Project
 - Directing a Project
 - Controlling a Stage
 - Managing Product Delivery
 - Managing a Stage Boundary
 - Closing a Project

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- Seven Themes
 - Business Case
 - Organisation
 - Quality
 - Plans
 - Risk
 - Change
 - Progress
- Two Techniques
 - Product Based Planning
 - Quality Review
- Management Products
 - Types (e.g. Project Mandate, Project Brief, Business Case, P.I.D.)
 - Purpose
 - Key contents
 - Links (as inputs and outputs)
- Relationships between Principles, Themes and Processes
- Conclusion

Foundation Exam

At the end of the course there will be a Foundation examination.

Structure of the PRINCE2 Foundation Examination

- The PRINCE2 Foundation examination is a one hour long, multiple choice paper of 75 multiple choice questions
- 5 questions to be trial and not counted in scores
- 35 marks required (out of 70 available) to pass – 50%
- 5 of the 70 questions will be select style
- 5 of the 70 questions will be negative style
- 5 of the 70 questions will be missing word style
- The remaining 60 questions (including trial questions) will be standard style
- Closed book

Prerequisites

To gain the most from the Foundation Course we recommend that delegates should have had prior experience or awareness of projects and the project management environment, though not necessarily as a project manager. Prior to Day One of the course Delegates should have completed their pre-course study pack. The course content and timing is based on the assumption that they will have done so.