

# PRINCE2® 6th Edition, Foundation: Certification

Hands-on course of 3 days - 21h

Ref.: NIR - Price 2024: €2 090 (excl. taxes)

## EDUCATIONAL OBJECTIVES

At the end of the training, the trainee will be able to:

Understand the four integrated elements and seven principles that govern a PRINCE2® project

Be able to track PRINCE2® project management processes

Explain the benefits provided by PRINCE2®

Take the PRINCE2® Foundation certification exam

## TEACHING METHODS

Explanation of concepts, feedback, and preparation for the certification exam.

## HANDS-ON WORK

Participants will be prepared to act as a knowledgeable member of a project team using the PRINCE2® method.

## CERTIFICATION

A] For an in-person course, the PRINCE2® Foundation 6th Edition certification exam is held on the final afternoon (online exam).

B] For a remote learning course, a voucher is provided to take the exam online at some point after the session.

## THE PROGRAMME

last updated: 07/2021

### 1) Introduction

- Introduction to the PRINCE2® Foundation exam, target audience and objectives.
- PRINCE2® 6th Edition specifications.
- Definition of a project according to PRINCE2®, definition and characteristics, comparison with PMBOK.
- Projects in their contexts.
- What PRINCE2® does not cover.
- Six aspects of project performance.
- Measuring the success of a project.
- The AXELOS PPM framework: portfolio, program, P3O office. Managing Successful Programmes (MSP).

*Group discussion : Group discussion on the characteristics of a PRINCE2® project.*

### 2) Structure of PRINCE2®.

- Structures of PRINCE2®: 7 principles, 7 themes, 7 processes.
- Introduction to PRINCE2® principles, themes and processes.
- PRINCE2® management products.
- Contextualization in PRINCE2®.

*Exercise : Questions about PRINCE2® principles and adaptation.*

### 3) Processes and themes to create the project

- The "business case" theme: establishing the mechanisms for determining whether the project is desirable, viable and feasible.
- The "organization" theme: defining and establishing the accountability and responsibility structure for the project.
- The process of "directing a project": enabling the steering committee to make key decisions.

## TRAINER QUALIFICATIONS

The experts leading the training are specialists in the covered subjects. They have been approved by our instructional teams for both their professional knowledge and their teaching ability, for each course they teach. They have at least five to ten years of experience in their field and hold (or have held) decision-making positions in companies.

## ASSESSMENT TERMS

The trainer evaluates each participant's academic progress throughout the training using multiple choice, scenarios, hands-on work and more. Participants also complete a placement test before and after the course to measure the skills they've developed.

## TEACHING AIDS AND TECHNICAL RESOURCES

- The main teaching aids and instructional methods used in the training are audiovisual aids, documentation and course material, hands-on application exercises and corrected exercises for practical training courses, case studies and coverage of real cases for training seminars.
- At the end of each course or seminar, ORSYS provides participants with a course evaluation questionnaire that is analysed by our instructional teams.
- A check-in sheet for each half-day of attendance is provided at the end of the training, along with a course completion certificate if the trainee attended the entire session.

## TERMS AND DEADLINES

Registration must be completed 24 hours before the start of the training.

## ACCESSIBILITY FOR PEOPLE WITH DISABILITIES

Do you need special accessibility accommodations? Contact Mrs. Fosse, Disability Manager, at [psh-accueil@ORSYS.fr](mailto:psh-accueil@ORSYS.fr) to review your request and its feasibility.

- The "starting up a project" process: preventing poorly designed projects from starting and approving viable ones.
- The notion of continuous business justification.
- Defining the structure and roles of your organization.
- Enabling the project board to assume responsibility for the project.
- Ensuring that the prerequisites are in place for initialization.

*Exercise : Explaining the value and rationale of the different processes and themes presented. Defining deliverables, results and benefits. Describing the roles and responsibilities of the steering committee, executive, etc.*

#### 4) Processes and themes for initiating a project

- The "risk" theme: identify, evaluate and control the uncertainties of the project.
- The "quality" theme: define the means used to verify that the products are adapted to the needs.
- The "change" theme: identify, evaluate and control any potential approved changes to the project's baselines.
- The "plans" theme: defining the means of product delivery and facilitating communication and control.
- The "progress" theme: establishing mechanisms to monitor/compare achievements against plans.
- The process of "initiating the project": to enable the understanding of the work to be done and the products to be produced.
- Definition of risk, impacts and measurements.
- Systematic change control approach.
- Definition of quality. Acceptance criteria. Quality management.
- The three levels of plans and the relationships between plans. The planning stages.

*Group discussion : Explain the purpose, describe the minimum requirements of PRINCE2®, and the key concepts and procedures associated with all the themes presented in the chapter. Case studies.*

#### 5) Delivery and closing processes

- The "controlling a stage" process: assigning tasks and informing the steering committee of the project's progress.
- The "managing product delivery" process: agreeing on requirements for acceptance, execution and delivery.
- The "managing a stage boundary" process: evaluating the success of the current stage, approving the next one.
- The "closing a project" process: providing a fixed point corresponding to confirmation that the product is accepted.
- Implementing corrective actions to ensure that the stage remains within tolerances.
- Ensuring that products are delivered as expected and within tolerances.
- Assuring the steering committee that all products are completed and approved.
- Verifying user acceptance of the project's product and comparing performance with baseline values.

*Group discussion : Explain the purpose, objectives and context of the processes presented.*

#### 6) Preparing for and taking the Foundation 6th Edition exam

- Practicing on mock exam questions.
- Exam conditions. Types of questions.
- Tips for the exam.

*Exam : Taking the PRINCE2® Foundation 6th Edition exam. One hour multiple-choice, closed-note, 60 questions, 55% correct answers for certification.*

## DATES

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### REMOTE CLASS

2024 : 22 May, 02 Sep, 28 Oct