

PRINCE2 Practitioner

Course Overview

This course covers the functions and features of the PRINCE2® Practitioner certification. Students will learn about the pre-project stage, initiation stage, subsequent delivery stage and the final delivery stage.

Chapter 01 - Course Introduction

45m

Lesson: Course Introduction

Welcome to the Course!

My ITSM Mentoring Community

Why Are You Here?

Using Bloom's Taxonomy

What do you Expect?

Housekeeping in the Classroom & Online

Conventions Used

Quizzes & Exercises

PRINCE2 Qualification Scheme

PRINCE2 Practitioner Exam

Getting Started

Lesson: Frameworks, Standards & Methods in Context

Learning Objectives

What is a Framework

The PMBOK as a Framework

PMBOK in Context

What is a Standard?

ISO21500

What is a Methodology?

PRINCE2 as a Methodology

PMBOK Says – PRINCE2 Does

Portfolios, Programs & Projects

Enterprise – Portfolio, Program & Project

Lesson: PRINCE2 the Practice

Learning Objectives

The Context of PRINCE2 in Practice

Principles Embedded in Themes

Themes Applied to Processes

Processes Applied & Tailored to the Environment

Environment

Embedding

Tailoring

Customer/Supplier

Customer/Supplier Environment

Management Products in a Commercial Relationship

Lesson: Applying & Tailoring the PRINCE2 Methodology

Project Management as a Discipline
The PRINCE2 Adaptation
PRINCE2 Process Model
Lesson: Chapter Summary
Course Introduction Summary
Chapter Quiz

Chapter 02 - Pre-project Stage

1h 15m

Pre-project Stage
Learning Objectives
Lesson: Pre-project
Introduction to Pre-project
Applying Themes
Lesson: Starting up a Project
Starting up a Project – Pre-project
SU Process
Starting up a Project Process (SU)
SU Activities
Appoint Executive & Project Manager
Appoint Executive & Project Manager - Actions
Purpose of the Daily Log
Composition – Daily Log (A7.2)
Capture Previous Lessons
Capture Previous Lessons - Actions
Purpose of the Lesson Log
Composition – Lesson Log (A.14.2)
Four Levels of Project Management Structure
The Project Management Team
Project Board
Design & Appoint Project Management Team
Design & Appoint Project Management Team - Actions
Prepare Business Case Outline
Prepare Business Case Outline - Actions
Business Case Relationships
Purpose of the Business Case
Composition – Business Case
Quality Audit Trail – Project Products Description
Purpose of the Project Product Description
Composition – Project Product Description (A.21.2)
Select Project Approach & Assemble Project Brief
Select Project Approach & Assemble Project Brief - Actions
Purpose of the Project Brief
Composition – Project Brief (A19.2)
Plan the Initiation Stage
Plan the Initiation Stage - Actions
Tailoring Starting up a Project
Lesson: Directing a Project
Directing a Project – Pre-project
DP Process
Pre-project - Directing a Project (DP)

DP Activities – Pre-project
Authorize Initiation
Authorize Initiation - Actions
Lesson: Themes in Pre-project
Overview – Themes in Pre-project
Business Case
Organization
Responsibilities Relevant to the Organization Theme
Plans
Progress
Lesson: Chapter Summary
Summary of Pre-project Processes
Summary of Starting up a Project Process (SU)
Summary of Directing a Project (DP)
Application of Themes in Pre-project
Chapter Quiz

Chapter 03 - Initiation Stage

1h 27m

Initiation Stage
Learning Objectives
Lesson: Initiation
Introduction to the Initiation Stage
Applying Themes
Lesson: Initiating a Project
Initiating a Project
IP Process
Initiating a Project Process (IP)
IP Activities
Prepare the Risk Management Strategy
Purpose of the Risk Management Strategy
Prepare Risk Management Strategy - Actions
Composition – Risk Management Strategy (A.24.2)
Purpose of the Risk Register
Composition – Risk Register (A.25.2)
Prepare the Configuration Management Strategy
Purpose of the Configuration Management Strategy
Prepare Configuration Management Strategy - Actions
Composition – Configuration Management Strategy (A.6.2)
Purpose of the Configuration Item Record
Composition – Configuration Item Record (A.5.2)
Purpose of the Issue Register
Composition – Issue Register (A.12.2)
Prepare the Quality Management Strategy
Purpose of the Quality Management Strategy
Prepare Quality Management Strategy - Actions
Composition – Quality Management Strategy (A22.2)
Purpose of the Quality Register
Composition – Quality Register (A.23.2)
Prepare the Communication Management Strategy
Purpose of Communication Management Strategy

Prepare Communication Management Strategy - Actions
Composition – Communication Management Strategy (A.4.2)
Set up the Project Controls
Set up Project Controls - Actions
Create the Project Plan
Purpose of a Plan
Create a Project Plan - Actions
Composition – Plan (A.16.2)
Create Product Description
Purpose of the Product Description
Composition – Product Description (A17.2)
Refine Business Case
Refine the Business Case - Actions
Purpose of the Benefits Review Plan
Composition – Benefits Review Plan
Assemble the Project Initiation Documentation
Purpose of Project Initiation Documentation
Composition – Project Initiation Documentation (A.20.2)
Lesson: Managing a Stage Boundary
Initiation – Managing a Stage Boundary
SB Process
SB Activities – Initiation
Managing a Stage Boundary Process (SB)
Plan the Next Stage
Update the Project Plan
Update the Business Case
Report Stage End
Purpose of Lesson Report
Composition – Lesson Report (A.15.2)
Lesson: Directing a Project
Initiation - Directing a Project
DP Activities – Initiation
Directing a Project (DP)
Authorize the Project
Authorize the Stage or Exception Plan
Lesson: Themes in Initiation
Overview – Themes in Initiation
Business Case
Organization
Quality
Plans
PRINCE2 Plan Levels in Initiation
Risk
Responsibilities Relevant to the Risk Theme
Change
Progress
Lesson: Chapter Summary
Summary of the Initiation Processes
Summary of Initiating a Project (IP)
Summary of Managing a Stage Boundary (SB)

Summary of Directing a Project (DP)
Application of Themes in Initiation
Chapter Quiz

Chapter 04 - Subsequent Delivery Stage

1h 45m

Subsequent Delivery Stage
Learning Objectives
Lesson: Subsequent Delivery
Introduction to the Subsequent Delivery Stage
Subsequent Delivery Control Loops
Applying Themes
Lesson: Controlling a Stage
Subsequent Delivery – CS
CS Process
CS Activities
Controlling a Stage
Authorize a Work Package
Authorize a Work Package - Actions
Purpose of the Work Package
Composition – Work Package (A26.2)
Review Work Package Status
Review Work Package Status - Actions
Receive Completed Work Package
Receive Completed Work Package - Actions
Review the Stage Status
Review the Stage Status - Actions
Report Highlights
Purpose of the Highlight Report
Report Highlights - Actions
Composition – Highlight Report (A.11.2)
Capture & Examine Issues & Risks
Purpose of the Issue Report
Capture & Examine Issue & Risks - Actions
Composition – Issue Report (A.13.2)
Escalate Issues & Risks
Purpose of the Exception Report
Escalate Issues & Risks - Actions
Composition – Exception Report (A.10.2)
Take Corrective Action
Take Corrective Action - Actions
Lesson: Managing Product Delivery
Subsequent Delivery – MP
MP Process
MP Activities
Managing Product Delivery (MP)
Accept a Work Package
Accept a Work Package - Actions
Execute a Work Package
Execute a Work Package - Actions
Purpose of the Checkpoint Report
Composition - Checkpoint Report (A.3.2)

Deliver a Work Package
Deliver a Work Package – Actions
Lesson: Managing a Stage Boundary
Subsequent Delivery – SB
SB Activities – Subsequent Delivery
Managing a Stage Boundary Process (SB)
Plan the Next Stage
Plan the Next Stage - Actions
Update the Project Plan
Update Project Plan - Actions
Update the Business Case
Update the Business Case - Actions
Report Stage End
Report Stage End - Actions
Composition – End Stage Report
Produce an Exception Plan
Produce an Exception Plan – Actions
Lesson: Directing a Project
Subsequent Delivery – DP
Directing a Project
DP Activities
Authorize the Stage or Exception Plan
Authorize Stage or Exception Plan - Actions
Give Ad Hoc Direction
Give Ad Hoc Direction - Actions
Lesson: Themes in Subsequent Delivery
Overview – Themes in Subsequent Delivery
Business Case
Organization
Quality
Apply the Aspects of Quality
Manage Expectations & Acceptance
Execute Quality Review Technique
Plans
PRINCE2 Plan Levels in Subsequent Delivery
Risk
Risk Management Procedure
Risk Response
Change
Project Board Decisions
Managing Configuration
Issue & Change Control Procedure
Responsibilities Relevant to the Change Theme
Progress
Management by Exception
Six Tolerance Areas
Delegated Tolerances & Reporting Progress
Responsibilities Relevant to the Progress Theme
Lesson: Chapter Summary
Summary of the Subsequent Delivery Processes
Summary of Controlling a Stage (CS)
Summary of Managing Product Delivery (MP)
Summary of Managing a Stage Boundary (SB)

Summary of Directing a Project (DP)
Application of Themes in Subsequent Delivery
Chapter Quiz

Chapter 05 - Final Delivery Stage

1h 50m

Lesson: Final Delivery
Learning Objectives
The Final Delivery Processes
Applying Themes
Lesson: Managing Product Delivery
Final Delivery Stage – MP
MP Activities
Managing Product Delivery (MP)
Deliver a Work Package
Lesson: Controlling a Stage
Final Delivery Stage – CS
CS Activities
Controlling a Stage Process (CS)
Review Work Package Status
Receive Completed Work Package
Review the Stage Status
Lesson: Closing a Project
Final Delivery Stage - CP
CP Process
CP Activities
Closing a Project (CP)
Prepare Planned Closure
Prepare Planned Closure - Actions
Purpose of Product Status Account
Composition – Product Status Account (A.18.2)
Prepare Premature Closure
Prepare Premature Closure - Actions
Hand Over Products
Hand Over Products - Actions
Evaluate the Project
Evaluate the Project - Actions
Purpose of End Project Report
Composition – End Project Report (A8.2)
Recommend Project Closure
Recommend Project Closure - Actions
Lesson: Directing a Project
Final Delivery – DP
DP Activities
Directing a Project (DP)
Authorize Project Closure
Authorize Project Closure - Actions
Lesson: Themes in Final Delivery
Overview – Themes in Final Delivery
Business Case
Organization
Quality
Plans
PRINCE2 Plan Levels in Final Delivery

Risk
Change
Progress
Lesson: Chapter Summary
Summary of the Final Delivery Stage Processes
Summary of Managing Product Delivery (MP)
Summary of Controlling a Stage (CS)
Summary of Closing a Project (CP)
Summary of Directing a Project (DP)
Application of Themes in Final Delivery
Chapter Quiz

Total Duration: 6h 2m