Foundation/
Practitioner
Certificate Course

HRDF SBL KHAS
Terms & Conditions Apply

PRINCE2®

This intensive 5-day course provides full preparation for the PRINCE2® Foundation and Practitioner Certificate exams.

The course focuses on the 7 PRINCIPLES, 7 THEMES, 7 PROCESSES and TAILORING of PRINCE2: 2017 and features a combination of lecture, workshop exercises and practice exams.

Kuala Lumpur

Refer to our web site for the latest training dates in your nearest city.

▶ **When you attend this program you receive:**

- Internationally-accredited training course
- Intensive exam preparation
- Official OGC text
  Managing Successful Projects with PRINCE2
- Comprehensive course workbook
- Laminated PRINCE2 Overview Chart
- Foundation Certificate Exam
- Practitioner Certificate Exam

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Also Available
Management Briefing
Directing a Project with PRINCE2
See inside for details

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PRINCE2

PRINCE2 is the non-proprietary best practice model that ensures project delivery is on time, on budget and of high quality. This course provides a comprehensive coverage of all aspects of the PRINCE2 methodology and prepares participants for the Foundation and/or Practitioner exams.

Course Structure

The 5-day program comprises a 3-day Foundation Module and 2-day Practitioner Preparation Module, which can be taken together or separately. Through practice exams, workshops and overnight study, you gain the knowledge and skills required to first of all take the Foundation Exam on the afternoon of Day 3, and then the Practitioner Exam on Day 5 of the program.

What Option Should I Choose?

The full 5-day PRINCE2 Practitioner Certificate Program is designed for current or aspiring project management professionals who need to fully master this leading PM method and at the same time obtain a globally-recognised certification. This program is also ideal for anyone intending to become a PRINCE2 Consultant or PRINCE2 Trainer.

The PRINCE2 3-day Foundation Certificate Course taken on its own is designed for those who are not necessarily aspiring for professional level knowledge but who nevertheless require a sufficient understanding of this project management methodology – such as people working in projects, people initiating projects, business representatives, team leaders, those with an interest in project management or who are considering moving into that field.

If you take the Foundation module on its own you may at a later date take the Practitioner module and complete the full program.

What You Will Learn

The objective of this course is for each participant to be able to:

- Understand all aspects of the PRINCE2 methodology
- Know how to deliver projects on time, within budget and to defined quality requirements
- Effectively control the start, progress and closure of a project
- Integrate the PRINCE2 Principles and Themes into a project
- Establish a project organisation with the appropriate stakeholders
- Apply planning processes that ensure alignment with project business case and quality requirements
- Prepare participants to pass the Certificate exams

Prerequisites

There are no prior requirements to attend the Foundation module. However, you cannot sit the Practitioner exam on Day 5 unless you have passed the Foundation exam, either during the current course or at a previous course. Pre-course reading will be required and evening study is expected during the course.

Special Features

When you attend this program you receive:

- An internationally-proven intensive training program featuring a combination of lectures, exercises, workshops, evening study and trial exam questions
- Foundation Certificate Exam
- Practitioner Certificate Exam (if you enrol for this option)
- Laminated PRINCE2 Overview Chart
- Official PRINCE2 Manual *Managing Successful Projects with PRINCE2*
- Comprehensive course workbook/s

Course Presenter

ALC presenters are chosen for outstanding knowledge of their subject, experience in the field, and ability to educate effectively. Please contact ALC if you would like a biography of the instructor for your specific course.

Learning Method

This course is instructor led with limited class size. Participants undertake intensive practical activities to ensure understanding of concepts and terminology. After hours study is expected throughout the course to ensure that you are well prepared for the exams.

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Achieving Foundation/Practitioner Certification

Foundation:
Course and Exam (3 days)

The objective of the PRINCE2 Foundation Level Course is to ensure that participants will acquire the skills and knowledge to be able to act as an informed member of a project management team using the PRINCE2 method within a project environment supporting PRINCE2.

The course is of 3 days duration and provides a comprehensive coverage of the key principles and terminology of the PRINCE2 method. The Foundation exam is held at the end of Day 3.

The course will cover the following topics:

▶ **Introduction to PRINCE2 and Project Management**
- Characteristics of project management
- Project and product life cycles
- History of PRINCE2
- Overview of methodology
- Project Management structure
- Benefits of PRINCE2

▶ **The 7 Principles of PRINCE2**
- Continued business justification
- Learn from experience
- Defined roles and responsibility
- Manage by Stages
- Manage by Exception
- Focus on products
- Tailor to suit the project environment

▶ **The 7 Themes of PRINCE2**
- Organisation
- Change
- Progress
- Quality
- Risk
- Plans
- Business Case

▶ **The 7 Processes of PRINCE2**
- Starting a project
- Directing a project
- Initiating a project
- Controlling a stage
- Managing Stage Boundaries
- Managing Product Delivery
- Closing a Project

▶ **The Tailoring of PRINCE2**

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Practitioner Prep:
Course and Exam (2 days)

The PRINCE2 Practitioner Level Course is designed to provide the in-depth knowledge and understanding necessary to ensure you are able to apply PRINCE2 to the running and managing of a project within an environment supporting PRINCE2. To this end, Participants need to exhibit the competence required for the Foundation qualification, and show that they can apply and tune PRINCE2 to address the needs and problems of a specific project scenario.

The course comprises an intensive 2-day format of lectures, workshops and exercises. The Practitioner exam is held at the end of Day 2.

The course will cover the following:

▶ **Revision of foundation certificate theory:**
- Principles
- Themes
- Processes
- Tailoring

▶ **Coaching on examination structure and process**

▶ **Complete mock Practitioner exam questions**

▶ **Practical exercises and discussions on how to implement PRINCE2**

Teams to Train?

ALC specialises in volume training for business and government. If you have teams to train, we offer many options to make your training as effective and affordable as possible. Contact us for more information and to discuss your requirements.

Exam Format

The course prepares participants for two exams.

The Foundation Certificate exam is held on the afternoon of Day 3. This Certificate is a mandatory pre-requisite if you are intending to take the Practitioner module:

- Multiple-choice
- One hour duration
- 75 questions
- A score of 50% correct is required to pass
- Closed-book

The Practitioner Certificate exam is held on Day 5 of the program:

- 8 questions with 10 answers each, for a total of 80 marks
- Pass marks will be 55% (44 right answers) for a pass, and 66% (53 right answers) for an elevated score
- Open-book examination (only the PRINCE2 Manual is allowed)

Also Available

Directing a Project with PRINCE2

This one-day course has been designed specifically for members of the Project Board and other individuals who need to understand how to perform roles related to governing and directing projects that are being managed using the PRINCE2 methodology.

A distinguishing feature of PRINCE2, and one of its main benefits, is that it clarifies the distinction between governing or directing a project, which is done by a Project Board, and managing the project on a day-to-day basis, which is done by the Project Manager. This also means that a critical factor for project success is that members of the Project Board clearly understand their roles and responsibilities when directing a PRINCE2 project.

Available as an in-house programme. Please contact ALC **learn@alc-group.com.au** to discuss your requirements and for an obligation free quotation.