

## PRINCE2<sup>®</sup> Practitioner Re-registration: Refresh Your Certification - 2 Days

### *Course 178 Overview*

- You Will Learn How To**
- Prepare for and take the PRINCE2 Practitioner Re-Registration Exam
  - Refresh your previous PRINCE2 knowledge to the new PRINCE2 2009 manual
  - Leverage the PRINCE2 process framework for project delivery
  - Create and critique management products
  - Apply key themes that make up the core of PRINCE2
  - Improve and revitalise your exam-taking techniques with PRINCE2 sample questions and papers

**Course Benefits** PRINCE2 Certified Practitioners are required to refresh their certification every five years in order to remain current in the latest PRINCE2 best practices and industry standards. This intensive exam preparatory course reviews the new standards and approaches of the PRINCE2 2009 manual in preparation for the PRINCE2 Practitioner Re-Registration exam. Through practice exams, workshops and overnight study, you gain the knowledge required to take the PRINCE2 Practitioner Re-registration exam given on Day 2.

**Who Should Attend** PRINCE2 Certified Practitioners who want to refresh their skills and knowledge base to successfully take the PRINCE2 Practitioner Re-Registration Exam. Previous PRINCE2 accreditation is required.

**Workshop Course** Exercises and sample paper exam questions conducted by a PRINCE2 accredited trainer simulate, and prepare attendees for, the PRINCE2 environment and exams. These exercises include:

- Evaluating and critiquing a business case
- Designing a project management team
- Establishing controls and strategies
- Creating a work package
- Selecting appropriate risk responses
- Critiquing the contents of a management product
- Matching information and composition

# PRINCE2<sup>®</sup> Practitioner Re-registration: Refresh Your Certification - 2 Days

## Course 178 Outline

### Introduction to PRINCE2 Practitioner Re-Registration

- Exploring the PRINCE2 2009 process model
- Reviewing the PRINCE2 2009 themes
- Distinguishing between previous versions of the PRINCE2 manual
- Introducing the seven principles that guide obligations and good practices of PRINCE2

### Navigating the PRINCE2 Process Model

#### Starting up and initiating a project

- Testing project viability
- Writing the project product description
- Defining and refining the business case
- Setting up project management controls and strategies
- Tailoring the method to the project
- Assembling project initiation documentation

#### Controlling a stage and managing product delivery

- Assigning work to be done, monitoring the work and reporting progress
- Dealing with issues and taking corrective actions
- Controlling the link between the project manager and team manager
- Accepting and executing work packages

#### Managing a stage boundary, closing a project and directing a project

- Preparing for an end stage assessment
- Getting ready for the final meeting of the project board
- Directing the project by exception

### Clarifying the PRINCE2 Themes

#### Developing and maintaining the business case

- Planning project delivery and quality goals
- Verifying and confirming a robust business case
- Assembling the project initiation documentation (PID)

#### Appointing project organisation roles

- Defining and establishing the project's structure of accountability and responsibility
- Representing the business, user and supplier stakeholders
- Allocating the four levels of management
- Agreeing on project authorities

### Planning a project with PRINCE2

- Defining the seven steps in creating a PRINCE2 plan
- Specifying the contents of a plan
- Establishing the planning levels
- Employing product-based planning
- Establishing product descriptions

### Tracking project progress

- Monitoring the project stages
- Determining project performance targets
- Managing tolerance criteria
- Time
- Cost
- Scope
- Quality
- Risk
- Benefit
- Creating, monitoring and reporting mechanisms

### Documenting the Management Strategies

#### Managing risks

- Analysing the risks
- Evaluating risk exposure
- Deciding on risk responses
- Developing a plan for ongoing risk management

#### Assuring product quality

- Creating and verifying products that are fit for purpose
- Following the quality audit trail
- Conducting a quality review

#### Controlling and authorising change

- Incorporating issues, change control and configuration management
- Applying change and configuration management procedures

### Preparing for the Exam

#### Analysing objective test exam question types

- Classical multiple choice
- Multiple response
- Matching
- Sequencing
- Assertion/Reason

#### Refreshing your exam techniques

- Practising with test questions and mock papers
- Managing your time effectively to optimise the probability of exam completion

### Completing the Practitioner Re-Registration Certification

- Applying proven tips for exam success
- Taking the exam
- Completing the necessary APMG paperwork