



Technology Associates International

# TRAINING

## PRINCE2® Combined Foundation & Practitioner Course 5 Day course.

Technology Associates International is an Approved Training Organisation (ATO) accredited by the APM Group - a leading accreditation, certification and examination body - to teach PRINCE2® courses. As such, our trainers, training materials and internal operations and procedures have been audited and approved.

At Technology Associates, we are dedicated to providing high quality courses, delivered by experienced and qualified professionals, and we regularly review our material to ensure that our courses reflect any changes in industry standards and qualification requirements.

Our aim is to ensure that your people leave a course with a full understanding of the material, which they can then implement immediately following the course.

All of our courses are delivered by skilled trainers with substantial industry experience. Delegate needs are a priority to our trainers who take pride in helping participants to understand how the material applies to their particular personal and organisational circumstances.

### Course Overview:

The course provides a balance between a learning experience about structured project management and PRINCE2®, covering the full PRINCE2® Practitioner syllabus, and maximising the delegates' chances of passing the Practitioner exam. On passing the examination, a delegate becomes a Registered PRINCE2® Practitioner.

The course starts with a period of directed self-study commencing approximately 2 weeks before the classroom event. This brings everyone up to a common standard of basic familiarity with the language and underlying principles of PRINCE2®, and ensures that the course gets off to a smooth start. Delegates should plan their time for this self-study to ensure that they gain maximum benefit from this essential element of the course. A minimum of 10 hours should be scheduled if at all possible.

The first three days in the classroom follow the lifecycle of a project, explaining the use and benefits of the PRINCE2® processes, themes and techniques, and how these can be adapted to suit a variety of project types and scenarios. Approximately 30% of this time is spent on practical work and discussion using a "continuous" case study as a basis for exercises that help to reinforce delegate learning.

The following two days are dedicated to reinforcing what has been learnt and to preparing for the Practitioner examination that takes place on the last afternoon. Full explanation is provided of the types of question used in the examination, together with guidance on how to answer them to best effect. Evening work is provided (approximately one-hour) to enable revision and practice of what has been learnt each day.



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Microsoft Office  
Project 2007  
Solution Provider



Microsoft Office  
Project 2003  
Solution Provider



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### Examination:

At the end of the first three days, delegates take the (one-hour, closed book) Foundation examination, where we expect that they will achieve a score of around 80% (pass mark is 50%) as evidence of the depth of knowledge that they have gained.

After a further two days, delegates will take the (2½-hour) Practitioner examination. The examination addresses knowledge and skills that demonstrate proficiency in PRINCE2® and requires that candidates show that they can apply and tailor PRINCE2® to address the needs and problems of a given project scenario.

### Objectives:

The overall objective of this course is to increase awareness of good project management practice through study and practice of PRINCE2®. It provides an in-depth view of the essential features of PRINCE2® to show how it can provide all types of organisations - public and private sector, large and small - with a consistent, generic, approach to managing change through projects.

At the end of this course, you will fully appreciate the key features of PRINCE2®:

- its focus on business justification and management of risks
- a defined organisation structure for the project management team with clear roles and responsibilities
- its attention to the link between quality, cost and time and need to balance these while ensuring that the end product is fit for purpose
- its product-based planning approach
- its emphasis on dividing the project into manageable and controllable stages
- its flexibility to be applied at a level appropriate to the project.

### Attendees:

The course is recommended for project managers, team leaders, project team members and project support staff who are responsible for managing or supporting projects using PRINCE2®.

Previous experience of PRINCE2® is not a pre-requisite although an understanding and some experience of project management is required.

### What is included:

- Instructor led tuition
- Individual and group exercises
- Case Study

The course is normally delivered in five consecutive days, but can be delivered in other formats to suit client needs.

### The course is inclusive of the following:

- Pre-course instructions and pre-course reading
- The official OGC PRINCE2® manual
- Course materials
- Delegate pack containing slides, notes, example questions and answers
- Venue facilities, including refreshments and a buffet lunch each day
- Exam and registration fees

Contact Technology Associates for more information:



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