

## PRINCE2® Open Overview

### Course Objective

To give delegates an insight into the use and terminology of the PRINCE2 2009 project management method.

### Delegate Profile

Managers new to formal project management methods, and senior managers considering introduction of PRINCE2 to their organisations.

### Topics Covered

The following topics are introduced:

- Overview of Method
- Themes & Process Model
- Principles & Concepts
- Business Case
- Organization
- Starting up a Project

### Trainer Profile

All AFA PRINCE2 trainers have undergone the rigorous approvals process administered by the APM Group on behalf of the Office of Government Commerce (OGC). They are practising project managers with considerable experience in a wide range of industry sectors. The use of hybrid trainer-managers is of great benefit to delegates and ensures that illustration and anecdotes have up-to-date validity and that the training given, whilst being true to the syllabus is also pragmatic.

### Location and Duration

AFA open courses are held at approximately fortnightly intervals at a range of venues across the UK. All venues have been chosen for their modern equipment and ease of access from major road, rail and air routes. Alternatively client events can be arranged on-site or at a suitable venue nearby. A full open course schedule can be found at <http://www.AFAprojects.com/courses.asp?i=1>.

This course takes place over one day.

### Course Arrangements and Cost

Open course places cost from £295+VAT per delegate. Overnight accommodation can be booked on request at preferential rates.

Included in the cost of the course are:

- Joining instructions and pre-course preparation pack
- OGC publication 'Managing Successful Projects with PRINCE2'
- Printed course material
- Daytime refreshments

Joining instructions including pre-course exercises and PRINCE2 manual are sent out approximately 2 – 3 weeks before the course start date. For overview delegates one hour of pre-course preparation should be sufficient.

## Why AFA?

AFA was established fifteen years ago as a management consultancy organisation. In 1996 AFA became one of the original group of PRINCE2<sup>®</sup> Accredited Training Organisations under the scheme administered by APM Group on behalf of the Office of Government Commerce. AFA quickly established a reputation for being able to deliver training courses that combine excellent exam pass rates with realistic and practical guidance ensuring maximum skills transfer.

AFA continues to specialise in the Best Practice methods, becoming accredited at the earliest possible opportunity to deliver training in:

- MSP<sup>™</sup> programme management
- M\_o\_R<sup>®</sup> risk management, and
- P3O<sup>®</sup> portfolio, programme and project support offices

More recently, four further training strands have been added to the AFA offering:

- Change Management – accredited by the APM Group
- Benefits Management – developed from experience of MSP training & implementation
- ITIL<sup>®</sup> Service Management – accredited by ISEB
- Portfolio Management – helping you to deliver the right projects and programmes

We believe that this unique combination of expertise allows us to help organisations to maximise the benefits of their change initiatives.

AFA's ethos is to work with client organisations, retaining existing robust processes and further developing them in line with Best Practice guidance. Training events are often tailored to suit the current level of understanding within an organisation; a pathway of progression can be offered to allow understanding and skills to develop and grow.

In summary:

- AFA tailors services to suit the client rather than relying on a set of 'products'
- AFA focuses on the Best Practice methods rather than dabbling in many methodologies or offering a wide and disjointed range of training topics

AFA has always played a full part in the Best Practice community. AFA trainers and consultants have served on the editing and review teams for all recent updates of the guidance manuals. Several AFA trainers are examiners or assessors for one or more of the methodologies. AFA was represented on the review panel for the PRINCE2:2009 refresh and piloted the corresponding examinations. The chapter 'Tailoring PRINCE2' which forms an integral part of the PRINCE2:2009 guidance is adapted from the OGC publication, 'Tailoring PRINCE2' which was written by AFA's managing director, Alan Ferguson.

## Contact Details

If you would like further information or wish to make a booking please contact Stuart Flatt at [Stuart.Flatt@AFaprojects.com](mailto:Stuart.Flatt@AFaprojects.com) or on 01362 692973, or book online at [www.AFaprojects.com](http://www.AFaprojects.com).