

# PRINCE2 ACCREDITED TRAINING

Foundation Course (4 days) and  
Practitioner Course (1 day)



CONAN GROUP  
Translating Business Strategy into Action

**Here's how to stop your projects going over time  
and over budget...**

**How you can get access to the best strategies to make your  
projects successful...!**

## 2004 Course Dates:

### Foundations:

16-19<sup>th</sup> August

8-11<sup>th</sup> November

### Practitioner:

20<sup>th</sup> August

12<sup>th</sup> November

## Ensuring you get value ...

### Our Money Back Guarantee!

We are so confident that our courses will deliver you value, that should you not be satisfied with this course, we will give your money back!

### What is PRINCE2?

PRINCE2 is a scalable, flexible project management method designed to provide an effective best practise framework help you better manage and control projects throughout your organisation covering most disciplines and projects.

**PR**ojects **I**N Controlled Environments 2<sup>nd</sup> version (**PRINCE2**) is a structured project management methodology covering the organisation, management and control of projects. Developed by the UK Government in 1989, PRINCE2 is now emerging as the defacto standard for IT projects worldwide!

### Program Outline

On registration you will receive your course pre-work which will ensure that you are completely prepared for the course. On the course you will receive a comprehensive overview of the PRINCE2 Methodology, focusing on the following key areas:

- Why use a Project Management Methodology?
- PRINCE2 Benefits
- PRINCE2 Scope, Structure & Overview
- Starting Up a Project
- Initiating a Project
- Managing Stage Boundaries
- Controlling a Stage
- Managing Product Delivery
- Project Closure
- Planning
- PRINCE2 Organisation
- Controls
- The Business Case
- The Management of Risk
- Handling Exception Situations
- Configuration Management
- Change Control
- Product-Based Planning
- Quality
- Stages
- Revision of Key Concepts
- Mock Examination and review

### 7 reasons why this course will be invaluable to you!

1. **We deliver results!** Our graduates say this is the best course they have ever attended! Developed in conjunction with University of Technology (Sydney) and Colin Bentley, PRINCE2 Chief Examiner, this course guarantees results!
2. **Immediate returns on Your Investment!** Our course is designed for workplace application. We will send you back to the workforce with hard and fast strategies to manage your projects and reduce costs!
3. **Gain immediate control of your projects!** Your organisation will benefit from your ability to organise, plan and control projects quickly and effectively using a global best practice standard – that ultimately saves your company money!
4. **Better project communication and control to keep projects on track:** Create excellent communication channels between your project and your organisation ensuring automatic management control of any deviations from the plan!
5. **Resource Utilisation:** You'll learn how to best utilise resources effectively saving your organisation time and \$\$.
6. **Gain management buy-in for your projects!** You'll be able to maintain the involvement of management and stakeholders at the right time and place during the project.
7. **Access to an ongoing support network** through exclusive membership to ITSM FOCUS – Australia's only best practice focus group designed to assist you and your team with your ongoing best practice needs.

In the 5 days you will gain a comprehensive overview of PRINCE2, providing you with the opportunity to sit for the internationally recognised Foundation and Practitioner examinations.

Most importantly, you will learn what organisations worldwide are doing to ensure their IT projects are delivered on time and on budget!

## TESTIMONIALS

Here's what our clients say about our courses:

"This is one of the best courses I have attended. I have learnt so much that will help me with work."  
*C. Warren*  
*St John of God Healthcare*

"Excellent! Could not fault the course and would strongly recommend it for all executives!"  
*A. McCabe*  
*St John of God Healthcare*

"I found the PRINCE2 training very worthwhile. The most powerful outcome was to relate the PRINCE2 methodology to real life examples. This has given me the confidence to apply what I learnt within my work environment"  
*B. Poleykett*  
*University of WA*

## Course Approach

This course is a mixture of input and practical sessions, delivered by a PRINCE2 accredited practitioner and trainer. The workshops are designed to impart relevant skills and knowledge by working through real-life examples and scenarios.

## Your course tutor

Lizz Robb is a highly qualified project management consultant and PRINCE2 trainer who has worked in a number of industry sectors including construction, pharmaceuticals, IT and higher education. With a Master's Degree in Project Management and a Bachelor's Degree in the Education and Training of Adults, Lizz is currently completing a doctorate in project management methodologies.

## Course Fee

<input type="checkbox"/> Foundation	\$1650
<input type="checkbox"/> **Early Bird**	\$1540
<input type="checkbox"/> Practitioner	\$ 770
<input type="checkbox"/> **Early Bird**	\$ 715

These costs are inclusive of all meals, beverages, course workbook, syllabus and examination fees.

## Closing Date for Registrations

Registrations need to be received **10 days** prior to course commencement.

## Course Pre-requisites

Although formal, there are no pre-requisites for this course, it is suggested that attendees have some experience of project management or a project environment.

## Examination Format

The **Foundation Exam** is included in the course and all delegates are invited to sit this one-hour multiple-choice exam. Once you have passed the Foundation exam you will qualify to sit the **Practitioner Exam** for formal PRINCE2 accreditation. This is a 3-hour open book exam & is written 2 weeks after course completion.

## Course Accreditation

Both PRINCE2 courses are internationally recognised by two examinations bodies: the Office of Government Commerce and the Association for Project Management. PRINCE2 Foundations Course attendees also receive a Certificate of Attendance.

## Who should attend this course?

**Anyone interested in learning a controlled approach to managing projects!**

Some of our past participants have included:

- General Managers, IT Directors, CIOs
- IT Consultants, IT Project Managers, Program Managers, Project Management Consultants.
- Project Co-ordinators, Project Officers.
- Project Team Managers and Support Staff.

## \* EARLY BIRD SPECIAL \*

Register up to **21 days before course commencement** to save!

Call 9221 5222 NOW to secure your booking!

## Registration Form

### PRINCE2 Project Management Foundation and Practitioner

Do you qualify for the Early Bird Special?  Yes  No

**Course Fee** (including examination): \$1650 PRINCE2 Foundation per person (including GST)  
\$770 PRINCE2 Practitioner per person (including GST)

Please complete the form below and select one of the following registrations options:

1. Fax your registration to: (08) 9221 7222
2. Register by email - send details to: training@conangroup.net
3. Mail to: PO Box 3021, East St Georges Tce, Perth 6832

#### Course Date:

Name: \_\_\_\_\_ Position: \_\_\_\_\_

Organisation: \_\_\_\_\_

Postal address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email address: \_\_\_\_\_

Total payment submitted \$ \_\_\_\_\_

**Payment Method** \*Please note that credit card payments attract a 4% administration fee

Cheque  Bankcard  MasterCard  Visa  American Express  PO Number \_\_\_\_\_

Name as it appears on card: \_\_\_\_\_

Card number: \_\_\_\_\_

Card Expiry date: \_\_\_\_\_ Signature: \_\_\_\_\_

- Terms:
- Full payment, or payment details are required with your course registration.
  - Cancellations received less than two weeks prior to the event will attract no refund – however, substitute candidates are accepted.
  - Invoices must be paid in full within 14 days from date of invoice.
  - Payment must be received prior to the commencement of the course.

Conan Group Pty Ltd

Telephone: (08) 9221 5222 • Fax: (08) 9221 7222

Level 9, 256 Adelaide Terrace, Perth WA 6000 • PO Box 3021, East St Georges Terrace, Perth WA 6832

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