

## Empowering Team Managers and Team Members in PRINCE2® 2009

Course Code: P2-09-TM

### Benefits

- To impart the right level of understanding and insight of the PRINCE2® 2009 method to Team Managers and Team members without the need of certification.
- To have all members of the project management team pulling in the same direction on the project.
- To gain buy in from foundation levels of the project management hierarchy.

### Who Should Attend?

- Team managers and team members who are actively involved in PRINCE® 2009 based project work.
- Team managers and team members converting from a PRINCE2® 2005 to a 2009 environment.
- Project managers working for suppliers who are not conversant in PRINCE2®.
- Third party suppliers providing services into PRINCE2® projects.

### You Will Learn To

- Understand the Principles and ethos of PRINCE2® 2009.
- Navigate your way around a PRINCE2® 2009 project.
- Use the PRINCE2® 2009 Product Based Planning, Quality Review and Change Control techniques.
- Manage risks within a work package.
- Plan your team's activities.
- Conduct effective checkpoints with your team.
- Report effectively and objectively progress made on the work package to the project manager.
- Raise and escalate project issues.
- Contribute effectively in End Stage Assessments and Exception Assessments.
- Act as the "Producer" in a quality review.
- Gain acceptance of products from the senior user, operations and maintenance staff.
- Assist the Project Manager in closing the project.

### Duration

Two Days

### Course Timings

Courses run from 0900 to 1630 for formal class hours (1630 onward for informal and optional discussion of "topics raised on the day" and demonstration of relevant software tools if appropriate) There is a 1530 finish on the last day.

### Public Courses (2009/10)

	Sep 2009	Oct 2009	Nov 2009	Dec 2009	Jan 2010	Feb 2010	Mar 2010	Apr 2010	May 2010	Jun 2010	Jul 2010	Aug 2010
London	9	7	4	9	13	10	10	14	5	9	7	11
Reading	16	14	11	16	20	17	17	21	12	16	14	18
Edinburgh	23	21	18	23	27	24	24	28	19	23	21	25

Cost (all prices are exclusive of VAT @ 15%)

	Standard Fees Per Delegate	September's Special Offer
London	£750 + VAT	£700 + VAT
Reading	£750 + VAT	£700 + VAT
Edinburgh	£750 + VAT	£700 + VAT

**Terms and Conditions** include full and cleared payment prior to the course start date.

**For In-house Custom Tailored Courses** – Call us on +44 (0)870 351 89 56 for an in-house training quotation.

## Course Content: P2-09-TM

### **PRINCE2® 2009 Overview**

Give a complete and concise overview of all aspects of the PRINCE2® 2009 method and how it differs from 2005.

### **The Principles**

The seven principles – How do they impact the team manager and members activities?

### **The Themes**

The seven themes – Why and how do they impact the team manager.

### **The Roles**

Define the nine roles and their responsibilities. How does the team manager interact with each role.

### **The Processes**

Give an overview of the seven processes and their importance to the team manager.

### **Focus on Controlling a Stage (CS) and Managing Product Delivery (MP)**

What are the major touch points between CS and MP?

### **Effective Team Planning**

How to plan at the team level

### **Effective Checkpoint Reporting**

How to manage your team's progress and report objectively to the Project Manager.

### **Reporting and Managing Risks**

Risks will be identified at all levels of the project and will need to be captured and managed by both Project and Team managers working in close collaboration.

### **Raising Project Issues and Exception Reports**

Issues and exceptions will arise within a work package and may need to be escalated to the project manager. How should they be handled?

### **Quality Review**

What actions will the team manager and members take in a quality review?

### **End Stage and Exception Assessments**

What are they? And how does the Team manager contribute?

### **Closing a Project**

What activities do team managers and team members perform during project closure.

### **PMWEB Cert - Team Manager and Team Member Certification (optional)**

Delegates are encouraged to complete a 20 question multiple choice exam compiled by the PMWEB Cert Team.