

The Prince2 Training Manual

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this book is primarily a microsoft project book and designed to teach project management professionals who understand the prince2 2009 and earlier versions of the prince2 methodology to use microsoft project to plan and control a prince2 projects it identifies which prince2 processes may be handled with microsoft project and how the software may be effectively used to assist in managing a project the book is based on microsoft project 2007 but may be used with microsoft project 2003 2002 or 2000 as the book outlines the differences between the versions

this book is primarily a microsoft project book and designed to teach project management professionals who understand the prince2tm methodology to use microsoft r project to plan and control prince2 tm projects it identifies which prince2 tm processes may be handled with microsoft project r 2010 and how the software may be effectively used to assist in managing a project paul harris manual unlocks the power and versatility of microsoft r project with a logical presentation of the tool in the context of a prince2 project scenario

thank you for reading our prince2 foundation training manual the main objective of this book is to provide an easy to read and easy to understand prince2 r foundation training manual the official prince2 manual managing successful projects with prince2 is an excellent reference manual but it is not a training manual and should not be used as one as it is very difficult to comprehend and understand if you are new to project management the official prince2 manual also covers the complete practitioner syllabus and it s impossible to know which parts are just focused on the prince2 foundation syllabus so you have to read everything which is not good if you are just studying for the foundation exam henceforth this book is meant to be and is an easy introduction to prince2 based on the foundation syllabus and it s quickly becoming the most read book for people wishing to learn about prince2 and prepare

for the foundation exam

this reference manual describes the prince2 project management method which provides detailed guidance on how to set up organize manage control and deliver your projects on time within budget and to the right quality

packed with expert advice this e book bundle steers you through every step in the prince2 and project management process from initial planning to risk management and quality control it also covers the techniques of lean six sigma that will help you achieve your business goals by improving both the quality and efficiency of your projects prince2 for dummies is the perfect guide to using this project management method to help ensure its success it takes you through every step of a project from planning and establishing roles to closing and reviewing offering practical and easy to understand advice on using prince2 project management for dummies shows business professionals what works and what doesn't by examining the field's best practices readers will learn how to organise estimate and schedule projects more efficiently lean six sigma for dummies outlines the key concepts of this strategy in plain english and explains how you can use it to get the very best out of your business combining the leading improvement methods of six sigma and lean this winning technique drives performance to the next level

thinking about using prince2 to manage your projects or preparing for prince2 training need a rounded introduction to help you get to grips with the basics prince2 for beginners from introduction to passing your foundation exam is the perfect start this readable end to end explanation is simple enough to introduce you to the basics yet includes everything you need to know to get through the foundation exam this new concise edition starts from a more accessible level than other detailed manuals or brief refreshers and will help ease you into the topic and put the method into a real world context this new concise edition now includes more support for the foundation exam including a student guide to the exam itself sample answers and explanations whether you are looking for a reliable introduction or a quick reference to prepare you for prince2 training and study prince2 for beginners will give you the grounding to take your knowledge and application to the next level

sets out to illustrate that the use of management methods even in smaller projects is not costly in terms of either time or money using the prince2 project management method can in fact save time and money whilst ensuring a higher standard of product or service

welcome to this book on the prince2 practitioner certification exam in this book you are going to learn everything you need to know to take and pass the prince2 practitioner exam on your first attempt in addition to that you are going to be exposed to the entire prince2 framework so you can learn how to best use it within your organization whether you are reading this book to learn about the prince2 framework or to prepare for the certification exam so you can get a new job or advancing your current organization this book has been designed specifically for you this book will provide you with an excellent overview of the official prince2 practitioner textbook

everything you need to prepare for and pass the exams does the thought of sitting your prince2 exams bring you out in a cold sweat fear not passing the prince2 exams for dummies is your complete guide to preparing for and passing the prince2 foundation and practitioner exams it s packed with everything you need to learn from both syllabi plus good advice on revision techniques you ll also find example exam questions that enable you to practice practice practice chapters devoted to revising each of the prince2 processes e g initiating a project and themes e g change revision checklists for both foundation and practitioner exams tell you exactly what you need to learn in preparation for the exams extra clarification and plain english explanations of the more tricky concepts spot tests to check your understanding as you go sample foundation and practitioner exam questions for each theme and process relax and shake off those exams flashbacks of yesteryear with this guide you ve got it covered

the book tells the story of the indigenous aanaar saami language around 350 speakers and cultural revitalisation in finland it offers a new language revitalisation method that can be used with indigenous and minority languages especially in cases where the native language has been lost among people of a working age the book

gives practical examples as well as a theoretical frame of reference for how to plan organise and implement an intensive language programme for adults who already have professional training it is the first time that a process of revitalisation of a very small language has been systematically described from the beginning it is a small scale success story the book finishes with self reflection and cautious recommendations for indigenous peoples and minorities who want to revive or revitalise their languages

the purpose of the guide is to help organisations gain full value from the prince2 method by providing practical advice on using its maturity model p2mm the guide shows how p2mm can be used to help implement prince2 for first time users re invigorate existing implementations help organisations improve their project performance as a benchmark to assess organisational capability and plan improvements as a means of gaining external recognition for organisational capability and as part of a wider goal to improve portfolio programme and project management performance

the failure effectively to sustain it systems and react to change due to the huge investments that organisations make in these systems is likely to impact on an organisation s bottom line this means that an ad hoc approach to it service management is not an option it is vital to focus on business value good roi speed to market and delivery of solutions in response to change agile approaches mean an incremental method to change early delivery of business value and collaborative work towards change understanding and employing itil prince2 and dsdm together can provide the potential for a well run infrastructure which is responsive to change and will not halt progress this publication offers practical guidance on how to deliver an it service by employing itil prince2 and dsdm atern together and provides an overview of all three approaches and describes the benefits of each it also describes the issues that arise from implementing itil the structure and content of prince2 the breadth of dsdm and how they fit together where the common areas sit and where the specialities for each exist

everything you need to pass the prince2 with flying colors the prince2 study guide

second edition offers comprehensive preparation for the latest prince2 exam covering 100 percent of the exam objectives this guide provides invaluable guidance that will help you master both the material and its applications indeed a practice centered approach helps you learn by doing to help you internalize prince2 concepts on a deeper level although the exam is heavily focused on detailed business process this guide's accessible writing and real world approach make learning fun each chapter poses a common project challenge and walks you through the solution based on essential prince2 principles a year of free access to electronic study aids allows you to study anywhere at any time and expert instruction throughout breaks complex topics down into easily digestible concepts the prince2 exam is challenging but thorough preparation is your best defense conceptual knowledge is important but it isn't enough knowledge is only useful if you can apply it this book is designed as your personal prince2 coach master 100 percent of the prince2 exam objectives apply your knowledge to real world workplace scenarios test your understanding with challenging review questions access sample questions electronic flashcards and other study aids prince2 is globally recognized as one of the premier project management credentials while less expansive than the pmp the prince2 is more intense and tightly focused on detailed business processes companies around the world are in need of qualified project management professionals to optimize processes and boost organizational performance and the prince2 certification puts you on the map as a validated professional if you're ready to take on your next challenge the prince2 study guide second edition is your ultimate companion for complete preparation

struggling to apply the principles of prince2 in practice need guidance on adapting the process for smaller projects prince2 for practitioners provides the solution this practical reference matching the details and requirements of the 2009 prince2 manual contains new and updated real life examples and case studies links between related components and processes and clear guidance on how to fine tune the method to help you manage projects successfully whatever the context and size an affordable alternative to expensive training this best selling handbook by prince2 expert colin bentley is an indispensable addition to your project management

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previously professionals had to make judgment calls based on subjective criteria including their own acumen in their decision making in order to combat this subjectivity maturity models can be implemented to allow organizations a means of assessing everyday processes and to offer a path towards advancement using transparent objective criteria diverse applications and transferability of maturity models is a pivotal reference source that provides vital research on the application of maturity models in organizational development in a variety of work environments while highlighting topics such as open government archives and records management enterprise content management and digital economy this publication explores methods to help organizations effectively implement plans in any given management system this book is ideally designed for professionals and researchers seeking current research on a variety of social science and applied science fields including business studies computer science digital preservation information governance information science information systems public administration records management and project management

whether you re very experienced in running projects or absolutely new to it prince2 can help you run your projects more effectively planning a prince2 project in a day for dummies is designed to give you a one day steer into the essentials of running the initiation stage of a prince2 project it focuses on just one process initiating a project and one theme plans this quick handy guide is essential reading for anyone undertaking a new prince2 project and for those interested in learning more about how prince2 can improve their projects open the book and find planning the work of your project deciding on appropriate controls working up a detailed business case creating your pid or project initiation documentation online resources include ten tips for a good business case prince2 glossary gallery of images from the book

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