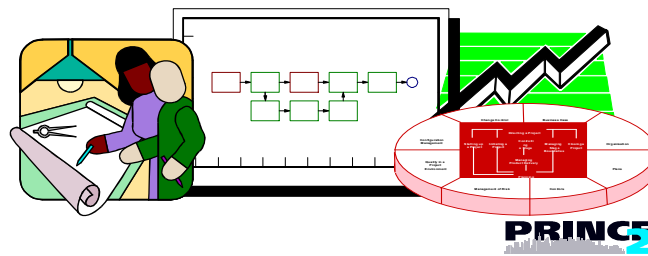


PRINCE2 for Project Board Members



Workshop Outline

Introduction

The one-day workshop will allow PRINCE2 Project Board members to gain an understanding of the PRINCE2 Methodology and the requirements and responsibilities of the Project Board role. The workshop will address the concept of 'Management by Exception' and how the Board can maintain control over the project.

Workshop Aims

Participants will be able to:

- o Understand the roles and responsibilities of the Project Board
- o Fulfil the roles of Executive, Senior User or Senior Supplier
- o Use (if necessary) the Project Assurance role to support their Project Board role
- o Understand the Controls available to the Project Board
- o Be aware of the five processes for the Project Board

Workshop Agenda

Introduction to Projects and PRINCE2
The Roles and Responsibilities of the Project Board
Executive, Senior User and Senior Supplier
The Project Assurance Role
Project Controls
 Phase 1 - Controlled Start
 Project Brief, Business Case, Risk Log and PID
 Phase 2 - Controlled Progress
 Stage Plan, Highlight Report
 Change Control Approach
 Phase 3 - Controlled Close
 Customer Acceptance
 Follow-on Actions
 Project Review
Directing a Project – the Processes for the Project Board
Workshop Q&A