

PRINCE2 Summary (Map 2 of 2)

Eight Processes

- Starting Up a Project (SU)
 - pre-project preparation
 - high-level early analysis
 - appointment of decision making team
- Initiating a Project (IP)
 - mandatory definition of as much of project as possible before commencement of hands-on activities
- Directing a Project (DP)
 - work of Project Board
- Controlling a Stage (CS)
 - day-to-day work of Project Manager between formal assessments by Project Board
- Managing Product Delivery (MP)
 - day-to-day work of Team Managers
- Managing Stage Boundaries (SB)
 - work of Project Manager in preparing for formal assessment by Project Board
- Planning (PL)
 - steps to construct Plan
 - used at various stages throughout project
- Closing a Project (CP)
 - close down
 - handover
 - review

Eight Components

- The Business Case
 - reasons for project
 - investment appraisal
 - used as basis for all management decisions
- Organisation
 - roles and responsibilities of people in project
- Controls
 - governance arrangements
 - reporting
 - escalation procedures
 - decision making authority
- Quality in a Project Environment
 - set up and meet expectations for final outcome
- Plans
 - definitions of Product (deliverables)
 - details of activities needed to achieve
- Change Control
 - ensures only sound changes are made to agreements
- Configuration Management
 - tracking of deliverables
 - control and distribution of changing versions of key deliverables

what is PRINCE2?

- 457 page manual
 - focus on
 - key components
 - procedural steps whilst implementing change
 - techniques
- project-based method
 - defines what must be changed and why
 - sets up temporary roles and responsibilities for people involved in implementing change
 - planning, resources and management of activities needed
- owned and maintained by the UK Office of Government Commerce (OGC)
- Structure
 - Components
 - ingredients
 - described in terms of why it is needed and key characteristics
 - Processes
 - steps to use ingredients
 - can be scaled in size and formality
 - some processes are sequential, others work in parallel
 - there are 45 separate steps described in eight processes
 - Techniques
 - skills needed to process ingredients

Three Techniques

- Product Based Planning
 - visual technique
 - identifies hierarchical families of deliverables
 - negotiates the quality criteria for each deliverable
 - maps out optimum logical relationship between deliverables
- Change Control
 - processing Change Requests in same way as Project Issues
- Quality Review
 - review allegedly completed deliverables against agreed quality criteria