1   Introduction – PRINCE2

1.1   The PRINCE2 Training Manual

The official PRINCE2 manual for the Project Manager is called "**Managing Successful Projects with PRINCE2**"; this is an excellent reference manual. The manual is designed for:

- Experienced Project Managers who want to learn PRINCE2
- Project Managers who want to have a reference manual for PRINCE2

This **PRINCE2 Foundation Training Manual** is different from the official PRINCE2 manual in the following ways:

- It is focused on the Foundation exam syllabus
- It is much more of a training manual and less of a reference manual.
- PRINCE2 terms are explained with examples, which makes it easier to understand.
- Manual is written in plain English so that you understand it the first time you read it.
- A lot of management documents examples are provided and we will continue to add more.
- A project timeline overview has been provided to help understand how a project is divided.
- Questions at the end of each chapter provide a good way to test your knowledge.
- Available in PDF format (easier to search and find the information you are looking for)

To summarize, if you want to learn PRINCE2 and prepare for the PRINCE2 Foundation Exam, then use this **PRINCE2 Foundation training manual** and if you want a very good reference manual then use the official PRINCE2 manual "Managing Successful Projects with PRINCE2".

1.2   What are Projects?

Projects are seen as a way to introduce change, hence they are unique by nature, i.e., two identical projects are never done. Now some of you may be thinking that in your company the same projects keep repeating. Well, if they are exactly the same, then these are referred to as processes; and processes that repeat are referred to as "business as usual" or operations.

Let us start with a more general definition of a project. I got this from Wikipedia.

A project is a unique series of actions designed to accomplish a unique goal within specific time and cost limitations.

I like this definition, as it is concise and easy to understand. It mentions terms like "series of actions," "unique goal" and "within the constraints of time and money."

Another definition of a project is as follows:

A project is a temporary endeavour undertaken to create a unique product or service.

This might sound like something from Star Trek but it is actually from the Project Management Body of Knowledge (PMBoK®).

Now let us hear what PRINCE2 says about what a project is. This is a quote from the manual:

*"A project is a **temporary organization** that is created for the purpose of delivering one or more business products according to an agreed Business Case."*
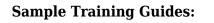
You may not have understood this, as you need to know a little more about PRINCE2 first. It should start to make more sense in a few minutes after I start explaining what is meant by the words like *temporary organization* and *unique*, which appear in the definition.

The word *organization* refers to the project team, the persons involved in the project and how they relate to each other. Each project has a definite start and end, so it is **temporary**. Remember, projects that go on forever are referred to as "operations" or "business as usual" and are not projects (e.g., maintenance of a software application).

Business Case is one of the documents that exists in a PRINCE2 project. It includes information such as the reasons for the project, the benefits, costs and time information and ROI calculation

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