

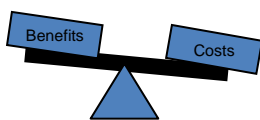
Welcome to the games and activities we have designed to make learning PRINCE2 more fun. We suggest you use these to take a break during your study time!!!

There are between one and four activities for each of the PRINCE2 Themes.

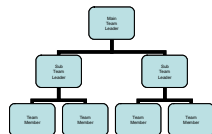
To navigate this document you can use any of the following methods:

1. Click below on the icon of the theme you want to play with.
2. Use the navigation links to the left of your screen to move between themes (you can do this anytime).
3. Follow the natural structure of this document, one page at a time.
4. Print the document out and play the games at leisure off line.

Enjoy!!!



Business Case



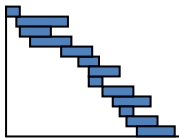
Organization



Quality



Risk



Plans



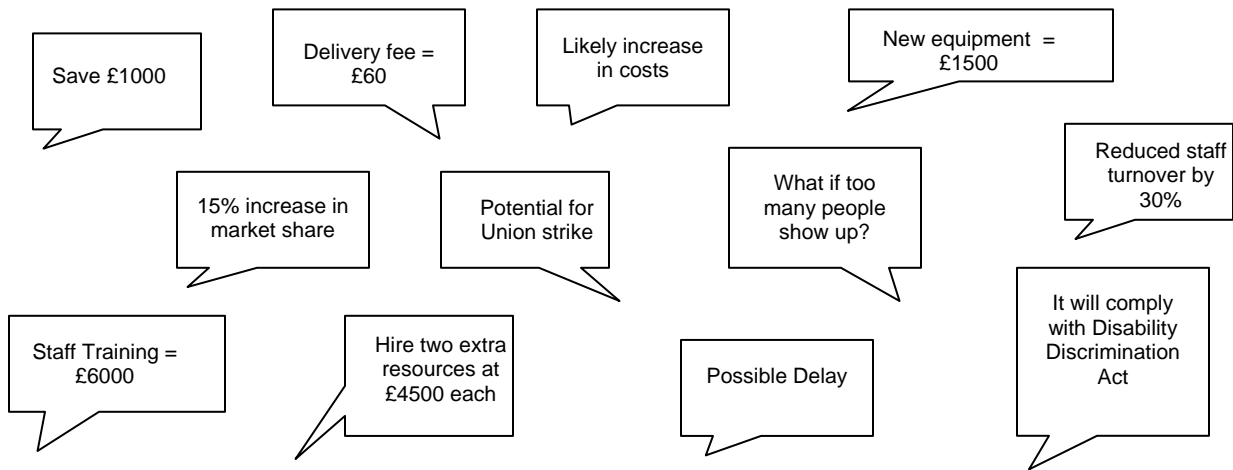
Change



Progress

Business Case Activity

Instructions: Identify Benefits, Costs and Risks. Write the appropriate answers under the correct headings below.



Benefits	Costs	Risks

[See answer](#)

Organization Activity

Instructions: Draw a line (or lines) from each responsibility to its corresponding role.

Roles	Responsibility	Roles
Executive	<ul style="list-style-type: none"> • Responsible for the Business Case • Is the single focus for the day-to-day management of the project • Provides the customer's quality expectations and defines acceptance criteria for the project • Secures the funding for the project • Manages the information flow between the directing and the delivering levels of the project • Responsible for Project Assurance • Represents the interests of all those who will use the project's products • Receives authorisation from the Project Manager to create products (via a Work Package) • Briefs non-technical management on supplier aspects of the project • Produces Checkpoint Reports as agreed with the Project Manager • Ensures that the supplier resources required for the project are made available • Sets up and maintains project files 	Project Manager
Senior User		Team Manager
Senior Supplier		Project Support

[See answer](#)

Quality Activity

Instructions: Circle the correct word to complete the sentence.

1. Product _____ (Strategies/Descriptions) are prepared and maintained by the Project Manager.
2. Project _____ (Support / Assurance) provides advice on who should be appropriate reviewers.
3. The _____ (Risk / Communication) Register is created in the Initiating a Project process.
4. The customer's _____ (quality/acceptance) expectations are captured in the Project Brief.
5. The Quality Management Strategy answers the question of _____ (how/if) the quality management systems of the participating organizations will be applied to the project.

[See answer](#)

Plans Activity 1

Instructions: Rearrange the letters to reveal the different types of plans used in PRINCE2. .

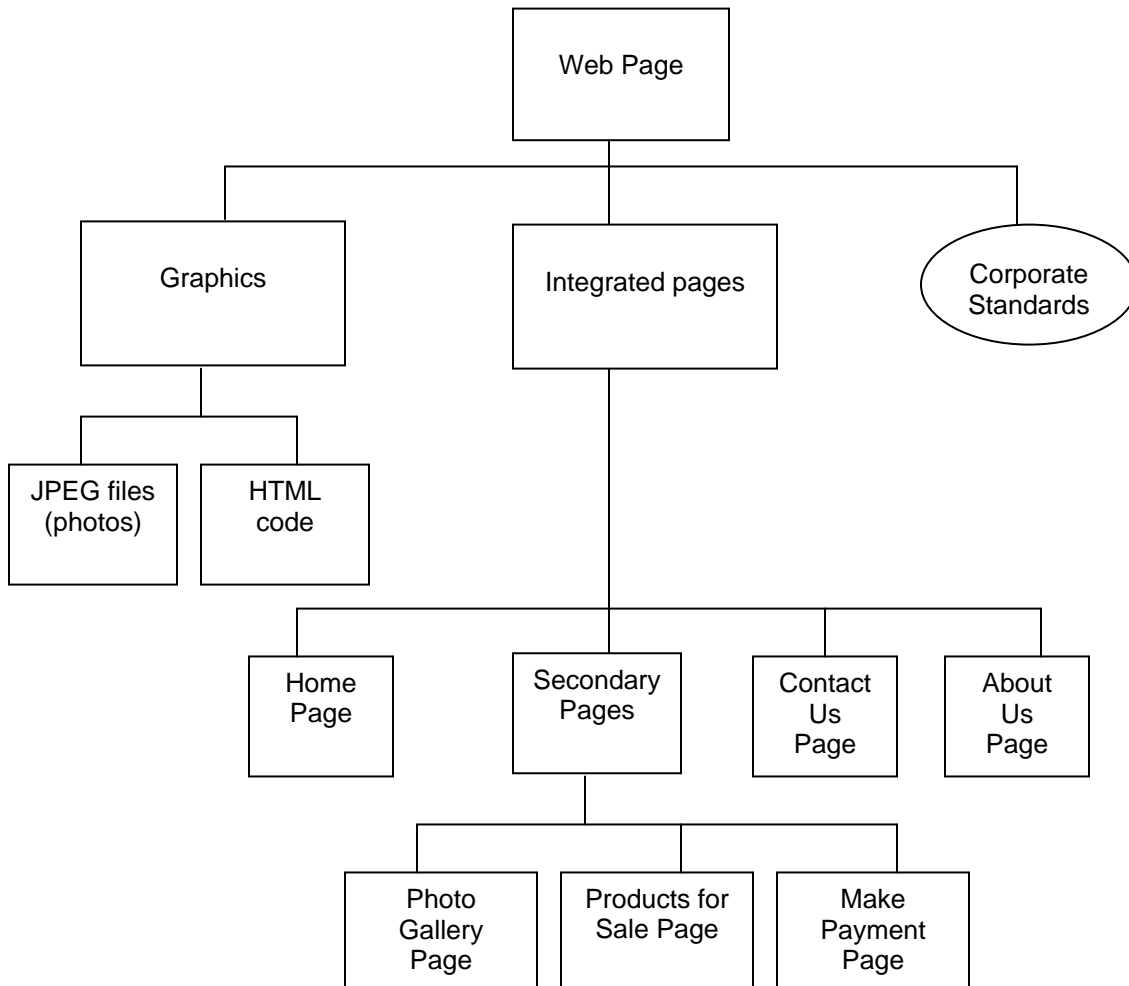
1. LAP CREPT JON	— — — — — — — — — —
2. A NAG SLEPT	— — — — — — — — — —
3. PELICAN NET POX	— — — — — — — — — —
4. A LAMP NET	— — — — — — — — — —

[See answers](#)

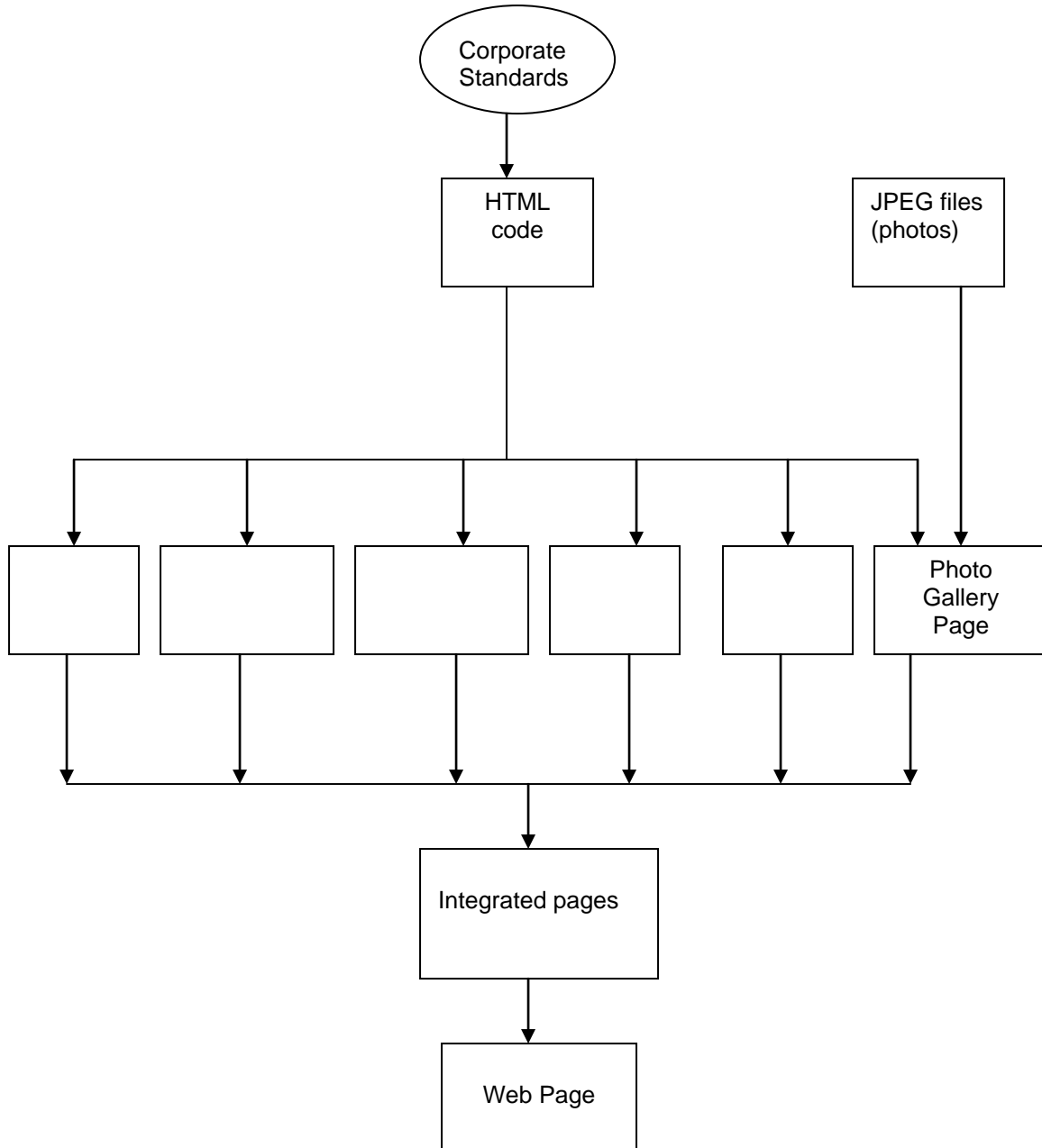
Plans Activity 2

Instructions: Review the Product Breakdown Structure below. Using the Product Based Planning Technique, fill in the blanks on the Product Flow Diagram by copying across the products.

PRODUCT BREAKDOWN STRUCTURE



PRODUCT FLOW DIAGRAM

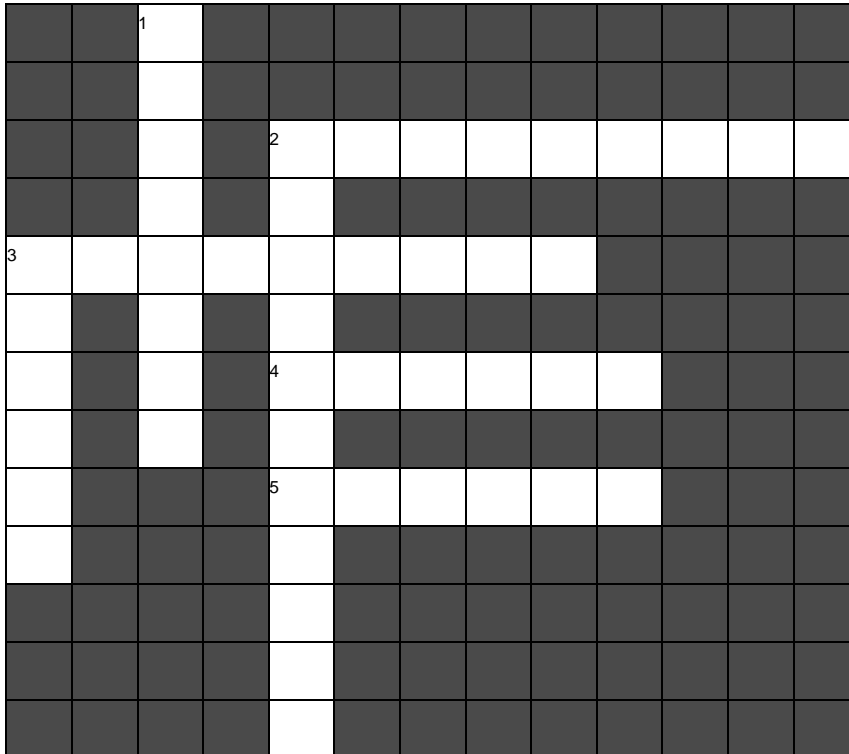


[See answers](#)

Risk Activity

Purpose: Recognise and understand the terminology used in the **Risk** theme.

Instructions: Complete the following crossword puzzle on Risk.



ACROSS

- 2) Prediction of how soon or how far away in time (9)
- 3) The person responsible for managing and monitoring the risk (4,5)
- 4) The "do-nothing" option in responding to a risk (6)
- 5) Evaluated effect or result of a particular risk actually happening (6)

DOWN

- 1) Hand over the management of the risk to a third party (8)
- 2) Evaluated likelihood of a particular outcome actually happening (11)
- 3) Lessen the likelihood and/or impact (6)

[See answer](#)

Change Activity 1

Instructions: Circle the correct word to complete the sentence.

1. To manage change in a PRINCE2 project, changes are captured on the _____ (Risk / Issues) Register.
2. Project issues _____ (should / should not) be considered in isolation.
3. The _____ (Risk / Lessons) Register should be considered when reviewing or analysing Issues.
4. A Change Authority is an individual or group authorised to make decisions on changes by the _____ (Project Board / Project Manager).
5. The Issues Register should be reviewed _____ (once a month / regularly) in order to monitor progress on outstanding issues.

[See answer](#)

Change Activity 2

Instructions: Write a suggestion for a Request for Change on the following two products.

1. The McDonald's Big Mac®

2. Apple iPod®

[See answer](#)

Change Activity 3

Indicate if you would grant a 'concession' on the list of products.

Product	Off - specification	Would you grant a 'concession'? (Yes/No)
1. Car	Missing two tyres	
2. Carpet	Wrong colour	
3. Cat	Missing a tail	
4. Chair	Missing an arm rest	
5. Chapter	Missing a page	
6. Clock	Missing the second hand	
7. Coffee	Missing the caffeine	
8. Computer	Missing the letter 'z' on the keyboard	
9. Couch / settee	Missing a cushion	
10. Cutlery set	Missing one butter knife	

[See answer](#)

Change Activity 4

Instructions:

For the following two products, complete the fields to support the identification and control of the products under configuration management.

Products	The third version of the “Yellow T-shirt” was approved on 31 May 2009, which will conclude the French Connection project started last year.	The high-secure Coolridge project commenced earlier this year and is still in the Initiation Stage. The initial PID is currently being developed. The Project Board plan to meet to authorize the project later this month
-----------------	---	--

Identification

For each product listed below, follow the naming convention:

- The first three letters of the project name
- Followed by underscore and the product name
- Followed by underscore and the version number (1.0, 2.0, 3.0, etc)
- Followed by underscore and the date the current version was approved
OR if the product has not been approved,
- Followed by underscore and the word DRAFT

Identification		
-----------------------	--	--

Control

For each product identified, record its current status from the following list:

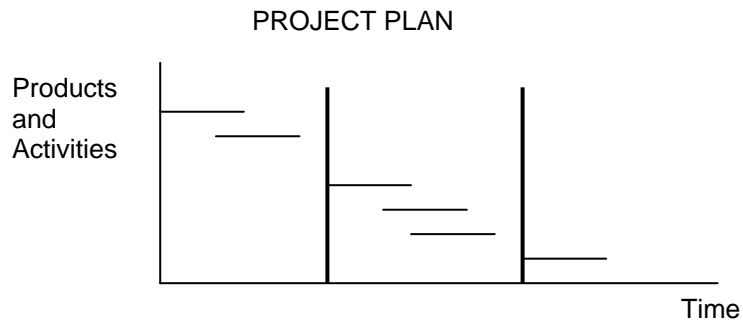
- Designed
- Work in Progress
- Being Tested
- Completed
- Approved

Control		
----------------	--	--

[See answer](#)

Progress Activity 1

Instructions: Circle the correct word to complete the sentence concerning stages.



1. There are _____ (three / four) management stages represented in the Project Plan above.
2. The name of the first Stage represented in the Project Plan diagram above is called the _____ (Start Up / Initiation) Stage.
3. The End Stage _____ (Assessment / Evaluation) is an opportunity to approve the work already completed and authorise the work about to be undertaken.

[See answer](#)

Progress Activity 2

Instructions: Recognise key phrases and terms relating to Tolerance

1. sanlP	
2. agSte	
3. erfBi jrteoPc	
4. Srpotpu corePtj	
5. vctEeuixe	
6. sUesr	
7. Hhilhithg	
8. aQluity eRrsegti	
9. eakagcP roWk	
10. iRsk	
11. aeCs essBnisu	
12. coPurdt onrtcDpeiis	
13. anTeecrlo	
14. tpeichokCn Rtoerp	

[See answer](#)

Business Case Activity Answer

Benefits: Save £1000; 15% increase in market share; Reduced staff turnover by 30%; It will comply with Disability Discrimination Act

Costs: Delivery fee £60; Staff Training £6000; Hire two extra resources at £4500 each; New equipment £1500

Risks: Potential for Union strike; What if too many people show up?; Possible delay; Likely increase in costs

Organization Activity Answer

Executive

Secures the funding for the project
Responsible for the Business Case
Responsible for Project Assurance

Senior User

Represents the interests of all those who will use the project's products
Provides the customer's quality expectations and defines acceptance criteria for the project
Responsible for Project Assurance

Senior Supplier

Ensures that the supplier resources required for the project are made available
Briefs non-technical management on supplier aspects of the project
Responsible for Project Assurance

Project Manager

Manages the information flow between the directing and the delivering levels of the project
Is the single focus for the day-to-day management of the project

Team Manager

Produces Checkpoint Reports as agreed with the Project Manager
Receives authorisation from the Project Manager to create products (via a Work Package)

Project Support

Sets up and maintains project files

Quality Activity Answer

1. Descriptions
2. Assurance
3. Risk
4. Quality
5. How

Plans Activities Answers

Activity 1

1. PROJECT PLAN
2. STAGE PLAN
3. EXCEPTION PLAN
4. TEAM PLAN

Activity 2

Home Page; Contact Us Page; About Us Page; Products for Sale Page; Make Payment Page

Risk Activity Answer

		T										
		R										
		A		P	R	O	X	I	M	I	T	Y
		N		R								
R	I	S	K	O	W	N	E	R				
E		F		B								
D		E		A	C	C	E	P	T			
U		R		B								
C				I	M	P	A	C	T			
E				L								
				I								
				T								
				Y								

Change Activities Answers

Change Activity 1 Answer

1. Issues 2. Should not 3. Risk 4. Project Board 5. Regularly

[\(back to activity 2\)](#)

Change Activity 2 - Sample answers – Each person will have a different idea or opinion

1. The McDonald's Big Mac® - Use leaner beef so it is healthier
2. Apple iPod® - add an additional 100 Megabytes to memory

[\(back to activity 3\)](#)

Change Activity 3 - Sample answers – Each person will have a different idea or opinion

Product	Off - specification	Would you take a 'concession'?
1. Car	Missing two tyres	NO
2. Carpet	Wrong colour	NO
3. Cat	Missing a tail	YES
4. Chair	Missing an arm rest	NO
5. Chapter	Missing a page	NO
6. Clock	Missing the second hand	YES
7. Coffee	Missing the caffeine	NO
8. Computer	Missing the letter 'z' on the keyboard	NO
9. Couch / settee	Missing a cushion	NO
10. Cutlery set	Missing one butter knife	YES

[\(back to activity 4\)](#)

Change Activity 4 Answer

Identification	FRE_yellow t-shirt_3.0_310505	COO_PID_1.0_Draft
Control	Approved	Work in Progress

Progress Activities Answers

Progress Activity 1 Answer

1.Three 2. Initiation 3. Assessment

[\(back to activity 2\)](#)

Progress Activity 2 Answer

1. Plans
2. Stage
3. Project Brief
4. Project Support
5. Executive
6. Users
7. Highlight
8. Quality Register
9. Work Package
10. Risk
11. Business Case
12. Product Description
13. Tolerance
14. Checkpoint Report