PRINCE2 Agile® Foundation

Candidate Syllabus

July 2018

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1. Introduction

The purpose of this document is to outline the learning outcomes and assesment criteria of the PRINCE2 Agile® Foundation qualification and the assessment criteria that a candidate is expected to meet for each learning outcome (with reference to the *PRINCE2 Agile Guidance* publication, 2015 edition, 3rd impression)

The target audience for this document is:

- Candidates and members of the public

The purpose of the PRINCE2 Agile® Foundation Examination is:

- to assess whether the candidate can demonstrate sufficient recall and understanding of the PRINCE2 Agile® project management method, as described in the syllabus below, to be awarded the PRINCE2 Agile® Foundation qualification. (The PRINCE2 Agile® Foundation qualification is a prerequisite for the PRINCE2 Agile® Practitioner Examination, which assesses the ability to apply understanding of the PRINCE2 Agile® project management method in context.)

The target audience for this qualification is:

- Agile professionals, project managers and aspiring project managers who want to be able to combine PRINCE2® and Agile in the most effective way when using PRINCE2®, Agile behaviours, concepts, frameworks and techniques.
- Other key delivery team staff, including: product owners, Scrum Masters and developers.
- Business professionals with an interest in iterative and incremental project delivery through collaborative working.

No prerequisites are needed to take this examination.

2. PRINCE2 Agile Foundation Examination Design

2.1 Examination Administration

Duration: 1 hour

NOTE: Candidates taking the exam in a language that is not their native or working language may be awarded 25% extra time, i.e. 75 minutes in total.

Materials permitted: This is a 'closed book' examination. No materials other than the examination materials are permitted.

2.   Question Types

All questions are Objective Test Questions (OTQs), which present four options from which one option is selected. Distractors (wrong answers) are options that candidates with incomplete knowledge or skill would be likely to choose. These are generally plausible responses relating to the assessment criteria being examined. Question styles used within this type are: 'standard', 'list' (2 correct items), and, as an exception, 'negative' standard OTQ.

> ➢ Example 'standard' OTQ:

What is the purpose of the quality theme?

a)   To do Q
b)   To do P
c)   To do R
d)   To do S

> ➢ Example 'list' OTQ:

Which statements about product-based planning are CORRECT?

1.   It does Q
2.   It does P
3.   It does R
4.   It does S

a)   1 and 2
b)   2 and 3
c)   3 and 4
d)   1 and 4

NOTE: Two of the list items are correct. List style questions are never negative (see below)

> ➢ Example 'negative' standard OTQ:

Which role should NOT be shared with the role of project manager?

a)   Role Q
b)   Role P
c)   Role R
d)   Role S

NOTE: Negative questions are only used, as an exception, where part of the learning outcome is to know that something is not done or should not occur.

2.3   Scoring

Number of questions: 50

Marks: Each question is worth 1 mark. There are 50 marks available. (There are no 'trial' questions.)

There is no negative marking.

Pass mark: 55% or higher – a raw score of 28 marks or above

3. PRINCE2 Agile® Foundation Syllabus

The tables below give a summary of the concepts that are tested in the exam, and the main parts of the manual in which these are described. The book references refer to the section stated, but not the subsections within that section, unless stated.

Learning Outcome	Assessment Criteria	Book References	Bloom's Level	No. of questions per exam paper
1. Understand key concepts relating to projects and PRINCE2	1. Recall the PRINCE2 principles: • Continued business justifcation • Learn from experience • Defined roles and responsibilities • Manage by stages • Manage by exception • Focus on products • Tailor to suit the project environment	5.2, tab 7.1	BL1	1
	2. Explain the purpose of the PRINCE2 themes: • Business case • Organization • Quality • Plans • Risk • Change • Progress	9-15.1, tab 5.1	BL2	1
	3. Explain the purpose of the PRINCE2 processes. • Starting up a project • Initiating a project • Directing a project • Controlling a stage • Managing product delivery • Managing a stage boundary • Closing a project	17.1.1, 17.1.2, 18-22.1, 4.1.1, 4.1.2, 4.2	BL2	1

Learning Outcome	Assessment Criteria	Book References	Bloom's Level	No. of questions per exam paper
	4.Explain the purpose of the following PRINCE2 management products. • Business case (A.2.1) • Checkpoint report (A.3.1) • Highlight report (A.11.1) • Project brief (A.19.1) • Project initiation documentation (A.20.1) • Project product description (A.21.1) • Work package (A.26.1)	A.2.1, A.3.1, A.11.1, A.19.1, A.20.1, A.21.1, A.26.1	BL2	1
	5.Explain the responsibilities of the following PRINCE2 roles. • Project board • Executive • Senior user • Senior supplier • Project manager • Team manager	Tab B.1	BL2	1
2. Understand key concepts relating to projects and PRINCE2 Agile	2.1 Explain how PRINCE2 Agile is used in a project context and explain the difference between projects and business as usual (BAU).	Ch 1	BL2	1
	2.Recall which agile ways of working are suitable for use with PRINCE2 Agile. • Kanban • Lean startup • Scrum	Tab 2.1	BL1	1
	2.3 Describe the need to 'blend and weave' PRINCE2 with agile at all levels of a project (project direction, project management and product delivery) including the eight guidance points.	3, fig 3.1, 3.1, 3.5, 3.6, fig 3.2, tab 3.4, 4.1.3, 4.2.1, 4.3.1	BL2	2
	4.Describe the roles, responsibilities and competencies of the PRINCE2 Agile delivery team. • Customer subject matter expert • Customer representative • Supplier subject matter expert • Supplier representative	tab B.2	BL2	1
3. Understand how PRINCE2 principles, themes, processes and management products are tailored and/or applied in an agile context	1.Explain how the PRINCE2 priniciples will be applied in an agile context. (tab 7.1) • Continued business justifcation • Learn from experience • Defined roles and responsibilities • Manage by stages • Manage by exception • Focus on products • Tailor to suit the project environment	tab 7.1	BL2	2

Learning Outcome	Assessment Criteria	Book References	Bloom's Level	No. of questions per exam paper
	2. Explain the PRINCE2 Agile behaviours. • Transparency • Collaboration • Rich communication • Self-organization • Exploration	7.4.1-5	BL2	2
	3.Explain the PRINCE2 Agile guidance for each theme. • Business case • Organization • Quality • Plans • Risk • Change • Progress	9-15.3, tab 8.1, tab 11.3	BL2	7
	4.Explain the PRINCE2 Agile guidance for each process. • Starting up a project • Initiating a project • Directing a project • Controlling a stage • Managing product delivery • Managing a stage boundary • Closing a project	Ch16, 17-22.3, 22.5	BL2	4
	5.Explain the PRINCE2 Agile guidance for tailoring the following PRINCE2 management products. () • Business case • Checkpoint report • Highlight report • Project brief • Project initiation documentation • Project product description • Work package	tab 23.1, tab 23.2, tab 23.3	BL2	1
	6.Explain what to fix and what to flex, including setting tolerances and the five targets. • Fix and flex tolerances • Be on time and hitting deadlines • Protect the level of quality • Embrace change • Keep teams stable • Accept that the customer doesn't need everything	6.1, 6.4.1-5, tab 6.1, tab 6.2	BL2	6

Learning Outcome	Assessment Criteria	Book References	Bloom's Level	No. of questions per exam paper

Learning Outcome	Assessment Criteria	Book References	Bloom's Level	No. of questions per exam paper
4. Understand the agile ways of working, key terms and techniques.	1.Recall the definition of the following agile terms. (glossary) • Backlog (sprint, release & product) • Benefit (value) • Epic • Information radiator • Spike • Stand up meeting • Timebox (sprint, release) • Velocity • Waterfall methodology	Glossary, 16.4, 25.6.1.4, 15.4.2, 15.4.2.1, 2.2	BL1	5
	2. Explain key Agile concepts and techniques. • Scrum • Lean Startup (incl. MVP) • Retrospectives • User stories (incl. Definition of 'ready' and 'done') • Workshops • Burn charts • Agile Estimation (points and T-Shirt sizing) • Working Agreements	Appendix H, 20.4.2, 19.4.1, 25.6.1, 25.6.1.7, 26.4.1, 22.4.1, 15.4.1, 12.4.1, 12.3.3, 10.5.3	BL2	8
5. Understand the focus areas in an agile context	1. Explain the PRINCE2 Agile focus areas. • Agilometer • Requirements • Rich communication • Frequent releases	Ch24,25,26,27	BL2	5