Key Result

PRINCE2® Process & Activity Model

Corporate or Programme Management

Directing a Project (DP)

Authorize initiation

Authorize the project

Authorize a Stage or Exception Plan

Give ad hoc direction

Authorize project closure

Project mandate

Project brief

Project initiation documentation (PID)

Exception report

Highlight report

End stage report

End Project Report

Starting up a project (SU)

Appoint the executive and the project manager

Design and appoint the project management team

Capture previous lessons

Prepare the outline business case

Select the project approach and assemble the project brief

Plan the initiation stage

Initiating a Project (IP)

Agree the tailoring requirements

Prepare the risk management approach

Prepare the quality management approach

Prepare the change control approach

Prepare the communication management approach

Set up the project controls

Create the project plan

Refine the business case

Assemble the project initiation documentation

Controlling a Stage (CS)

Report highlights

Escalate issues and risks

Take corrective action

Review the management stage status

Capture and examine issues and risks

Authorize work packages

Review work package status

Receive completed work packages

Work package

Check-point report

Completed work package

Managing Product Delivery (MP)

Accept a work package

Execute a work package

Deliver a work package

Managing a Stage Boundary (SB)

Plan the next stage

Plan an exception plan

Update the project plan

Update the business case

Report stage end

Closing a Project (CP)

Prepare planned closure

Prepare premature closure

Hand over products

Evaluate the project

Recommend project closure

Initiation stage plan

Project plan

Team plan

Stage/ exception plan

The PRINCE2 approach to planning

Design the Plan

Define and analyse the products

Identify activities and dependencies

Prepare the estimates

Prepare the schedule

Analyse the risks

Document the Plan