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Topic Break Down

Topic	No. of Questions
Topic 1, Volume A	100
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QUESTION NO: 2

What theme provides all management levels within the project management team with mechanisms for monitoring and control?

A. Progress

B. Change

C. Organization

D. Quality

ANSWER: A

Explanation:

Progress is correct because the PRINCE2 Progress theme establishes how the project's actual performance is measured against its approved plans, how forecasts are made, and how management receives the information needed to take timely decisions. It provides the controls that operate across the project-management team's levels: the project board directs and monitors at an overall level, the project manager controls delivery and reports progress, and team managers manage work packages and report status. These mechanisms include setting tolerances, using management stages, monitoring actual progress, forecasting likely outcomes, and escalating exceptions when a forecast exceeds agreed tolerance. The theme therefore supports management by exception: decisions are made at the appropriate level, while higher management is alerted only when agreed limits are predicted to be exceeded. PRINCE2's integrated practices and processes use this performance information to maintain continued control over time, cost, scope, quality, risk, benefits, and sustainability. See the official PRINCE2 overview from PeopleCert and the PRINCE2 methodology overview at PRINCE2.com.

QUESTION NO: 3

Which is a purpose of an Exception Plan?

A. Show the reason for the tolerance deviation from a Stage Plan or Project Plan

B. Reduce the number of exception assessments, by agreeing a budget to cover the costs of any requests for change

C. Identify the actions required to recover from the effect of a tolerance deviation

D. Define the changes which are within the scope of the change budget

ANSWER: C

Explanation:

An Exception Plan is produced when it is forecast that a Stage Plan or Project Plan will exceed an agreed tolerance and the relevant authority has decided that the project should continue. Its purpose is to identify and document the actions required to recover from the effect of that tolerance deviation. The plan provides a realistic, revised basis for control, describing how the remaining work will be managed, what resources and time are required, and how the project or stage can be brought back under appropriate control. Once approved, an Exception Plan replaces the plan that it was created to address, allowing the Project Board or other authorized management level to make an informed decision about continuing the work with the revised approach. This supports PRINCE2's management-by-exception principle: escalation occurs only when forecast performance moves beyond delegated limits, after which a formal recovery plan can be considered and authorized. PRINCE2 describes Exception Plans within its planning and exception-control practices; see PeopleCert's PRINCE2 certification overview and AXELOS PRINCE2 guidance.

QUESTION NO: 4

Which product documents the information needed to demonstrate continued business justification?

A. Business Case

B. Communication Management Strategy

C. Project Product Description

D. Quality Management Strategy

ANSWER: A

Explanation:

The **Business Case** is the product that documents the information required to establish and demonstrate continued business justification throughout the project. In PRINCE2, a project must remain desirable, viable, and achievable in comparison with its expected costs, risks, and benefits. The Business Case brings together this decision-making information, including the reasons for undertaking the project, expected benefits and dis-benefits, costs, timescales, major risks, investment appraisal, and benefit review approach.

It is not simply created at the beginning and then filed away. The Business Case is reviewed and updated as the project progresses, particularly at management stage boundaries and whenever an exception or significant change could affect whether the project remains worthwhile. This enables the Project Board to make informed decisions about whether to authorize continued investment, redirect the work, or stop the project if the justification no longer holds. Continued business justification is a core PRINCE2 principle, and the Business Case provides the evidence used to apply that principle consistently. See the official PRINCE2 certification overview and the PRINCE2 best-practice guidance.

QUESTION NO: 5

Which is the purpose of the Change theme?

A. Prevent change to baselined products

B. Identify, assess and control any potential and approved changes to baselined products

C. Establish mechanisms to monitor and compare actual achievements against those planned

D. Assess and control uncertainty

ANSWER: B

Explanation:

The purpose of the Change theme is to identify, assess and control any potential and approved changes to baselined products. PRINCE2 recognizes that change is likely during a project: stakeholders may request alterations, a product may fail quality criteria, or an external event may affect requirements. The theme provides a controlled way to capture such matters as issues, understand their likely effect on the project's baselines and tolerances, and decide whether action or formal authorization is needed.

Control applies both before and after approval. Potential changes must be recorded and assessed so that decisions are informed by impacts on the business case, plans, products, risks, benefits, costs, and timescales. Approved changes must then be implemented in a traceable manner, with relevant baselines, configuration information, and plans updated under appropriate authority. This preserves the integrity of agreed products while allowing justified changes to be made rather than treating every baseline as permanently immutable. The theme therefore supports informed governance and ensures the project remains viable and aligned with its objectives. See the PRINCE2 7 certification overview and PRINCE2 methodology overview.

QUESTION NO: 6

Which of the following statements about the Closing a Project process are true?

1. The Closing a Project process provides a fixed point for the receipt of completed Work

2. The Closing a Project process provides a fixed point to review if the objectives set out in theoriginal Project Initiation Documentation have been achieved. Packages for the work performed in the final stage.

A. Only 1 is true

B. Only 2 is true

C. Both 1 and 2 are true

D. Neither 1 or 2 are true

ANSWER: B

Explanation:

Only 2 is true. Closing a Project creates the formal point at which the project is assessed against the objectives and success criteria approved in the Project Initiation Documentation. This assessment is not merely an administrative wrap-up: it confirms whether the project has delivered what was authorized, captures the project's performance and lessons, and supports the decision that the project can be closed. The process also ensures that acceptance of the project product has been confirmed and that any follow-on actions, such as benefits reviews, maintenance, or outstanding activities, are handed over to the appropriate business area. Reviewing achievement against the original Project Initiation Documentation is essential because that document provides the approved baseline for the project's justification, scope, controls, and intended outcomes. Closure therefore gives the organization a controlled, documented conclusion and enables the Project Board to authorize closure with confidence. This aligns with PRINCE2's defined process model and its emphasis on clear governance, accountability, and continued alignment with the approved business case. See the official PRINCE2 overview from PeopleCert and the PRINCE2 best-practice information from AXELOS.

QUESTION NO: 7

Which risk response type is appropriate to respond to an opportunity?

A. Accept

B. Fallback

C. Exploit

D. Transfer

ANSWER: C

Explanation:

Exploit is an appropriate response for an opportunity where the project wants to make certain that the beneficial uncertain event occurs. In PRINCE2, a risk may be either a threat or an opportunity; an opportunity is an uncertain event that could have a favourable effect on one or more project objectives. Exploiting it means taking proactive action to eliminate the uncertainty associated with the opportunity and secure its positive benefit. For example, if early availability of a specialist resource could accelerate delivery, the project might reserve that resource immediately, adjust plans to use it, and assign ownership for realizing the resulting benefit. The response should be proportionate, assigned to a risk owner, and captured in the risk register with any actions, tolerances, and review arrangements. This ensures that management attention is directed toward actively realizing value rather than merely recording a possible upside. PRINCE2's risk-management approach supports selecting responses that are appropriate to the nature of the risk and its potential effect on project objectives. See the PRINCE2 best-practice overview and PeopleCert's PRINCE2 certification information.

QUESTION NO: 8

What takes place during the Closing a Project process?

A. The post-project benefits reviews are performed

B. Ownership of the project's products is transferred to the customer

C. An End Stage Report is prepared for the final stage

D. The project closure notification is reviewed and approved

ANSWER: B

Explanation:

Ownership of the project's products is transferred to the customer is correct because Closing a Project ensures that the project's products are formally handed over and that responsibility for their ongoing operation, maintenance, support, and benefits realization is clear. Before the project can close, the project manager confirms that the products have been accepted in accordance with the agreed acceptance criteria and that the recipient organization is ready and willing to take ownership. This handover is essential because a project is temporary: once it has delivered its agreed outputs, the customer or operational organization must assume accountability for using and sustaining them.

The Closing a Project process also provides the formal basis for ending the project in a controlled way. It confirms that delivery obligations have been met, captures closure information, and enables the project board to authorize closure. The transfer of product ownership therefore represents a key practical outcome of closure, ensuring there is no ambiguity over who is responsible after the project team has disbanded. PRINCE2's focus on clear roles, acceptance, and controlled handover supports continued value from the delivered products beyond the project's lifetime. See PeopleCert's PRINCE2 7 certification overview and AXELOS PRINCE2 guidance.

QUESTION NO: 9

Which is a purpose of the Quality theme?

A. Establish how the project will ensure that all products created meet their requirements

B. Establish quality assurance to maintain the quality management system

C. Identify all the products of the project to ensure the scope has been adequately defined

D. Determine the communication needs of the organization's quality assurance function

ANSWER: A

Explanation:

The purpose of the Quality theme is to establish how the project will ensure that all products created meet their requirements. In PRINCE2, quality is concerned with defining the standards that products must satisfy, the acceptance criteria against which they will be assessed, and the methods and responsibilities for checking that the specified criteria have been met. This provides a clear, planned basis for confirming that each project product is fit for purpose and can be accepted by those accountable for it.

The theme begins with the customer's quality expectations and translates these into measurable acceptance criteria and product-level quality specifications. Quality planning then identifies the necessary quality-control activities, such as reviews, inspections, tests, and approvals, at the appropriate points in product development. Recording these arrangements in the project's quality documentation makes responsibilities, timing, and evidence of completion visible and controllable throughout the project. This focus supports objective product acceptance rather than relying on informal judgments. PRINCE2 guidance describes quality as ensuring that products are fit for purpose and meet agreed requirements; see PeopleCert's PRINCE2 overview and AXELOS guidance on PRINCE2 themes.

QUESTION NO: 10

Which of the following is the Business Case used for during the Managing a Stage Boundary process?

A. Enable the Project Board to decide whether or not to authorize the project

B. Justify the continuing viability of the project

C. Enable the Project Board to decide whether or not to authorize project closure

D. Justify the initiation of a project

ANSWER: B

Explanation:

Justify the continuing viability of the project is correct. In PRINCE2, the Business Case is a living management product that is reviewed and updated throughout the project to confirm that the project remains desirable, viable, and achievable. During the Managing a Stage Boundary process, the Project Manager updates the Business Case using the latest information, including actual performance in the completed stage, revised forecasts, changes in risks, benefits, costs, timescales, and any changes to the wider business environment. This enables the Project Board to assess whether the project still provides sufficient business justification before committing resources to the next management stage. The updated Business Case is included within the End Stage Report and the next Stage Plan information submitted for the Project Board's decision. Continued business justification is one of PRINCE2's core principles: if the Business Case can no longer support the investment, the project should be changed or stopped rather than automatically proceeding. See PeopleCert's PRINCE2 7 Foundation overview and AXELOS PRINCE2 guidance.

QUESTION NO: 11

Which theme defines the accountability for realization of the project's benefits?

A. Plans

B. Progress

C. Organization

D. Quality

ANSWER: C

Explanation:

Organization is correct because the PRINCE2 Organization theme establishes the project-management team's structure, roles, responsibilities, authority, and accountability. Benefit realization requires clear ownership beyond simply delivering project products: the relevant business and user interests must have defined accountability for ensuring that intended outcomes and benefits are achieved and reviewed. The theme therefore specifies who is responsible for directing the project, representing business, user, and supplier interests, making key decisions, and maintaining the necessary links to corporate, programme, or customer management. In particular, PRINCE2 assigns responsibilities within the Project Board and project-management team so that the project remains aligned with the business justification and can support the transition to operational use where benefits are realized. Defining this accountability is essential because projects create outputs, while benefits are normally obtained when those outputs are used in the operational environment. The Organization theme ensures that this ownership is explicit rather than assumed. See the official PRINCE2 certification overview from PeopleCert and the PRINCE2 best-practice overview from AXELOS.

QUESTION NO: 12

Which statement is FALSE?

A. A project outcome perceived to be negative by one or more stakeholders is a dis-benefit

B. A project's output is any of the project's specialist products

C. A project benefit is only realized after the project has closed

D. A project outcome is the result of the change derived from using the project's outputs

ANSWER: C

Explanation:

“A project benefit is only realized after the project has closed” is the false statement. In PRINCE2, a benefit is a measurable improvement resulting from an outcome that is perceived as an advantage by one or more stakeholders. Benefits are linked to the use of the project’s outputs, rather than being defined by the project closure date. Depending on the nature of the project and how its products are introduced, users or the organization may begin using outputs and realizing measurable benefits while the project is still in progress. For example, a phased rollout may enable operational improvements as each released product becomes available.

PRINCE2 requires the business case to identify expected benefits, their measures, and the timescales for realization. The Benefits Management Approach defines how and when benefit reviews will occur, and these reviews may extend beyond project closure where benefits take longer to materialize. Closure does not therefore create an absolute boundary before which benefits cannot exist; it marks the end of the project’s management responsibility for delivering its agreed products. See the official PRINCE2 7 Foundation overview and the AXELOS glossary for PRINCE2 terminology and guidance.

QUESTION NO: 13

Which product identifies the management stages and timescales of a project?

A. Project Brief

B. Project Product Description

C. Project Plan

D. Initiation Stage Plan

ANSWER: C

Explanation:

The **Project Plan** is correct because it provides the high-level, integrated view of how the project will be delivered and controlled. In PRINCE2, it describes the project’s major products, key activities, resource requirements, dependencies, costs, schedule, and tolerances. Crucially, it identifies how the work is divided into management stages and gives the planned timescales for those stages. This enables the Project Board to understand the overall duration and delivery approach, authorize the project, and make informed decisions at stage boundaries.

Management stages are a core PRINCE2 control mechanism: each stage is planned, authorized, monitored, and reviewed separately. The Project Plan establishes this structure at project level, while lower-level plans provide progressively more detailed planning for individual stages and teams. Consequently, it is the appropriate baseline for showing the project’s stage sequence and overall timing. PRINCE2 planning and management-stage concepts are described by PeopleCert’s PRINCE2 7 overview and the official PRINCE2.com introduction to PRINCE2.

QUESTION NO: 14

Identify the missing word(s) in the following sentence. Quality assurance provides assurance to the [?] that the project is being conducted appropriately whilst Project Assurance provides the same assurance to all the project's stakeholders.

A. Project Manager

B. Executive

C. corporate or programme management organization

D. Supplier groups

ANSWER: C

Explanation:

corporate or programme management organization is correct because quality assurance is an independent function that operates outside the project-management team and Project Board. Its purpose is to give the organization that commissions, funds, governs, or embeds the project confidence that the project is being managed in line with applicable organizational

standards, policies, processes, and quality expectations. In a programme environment, this assurance may be provided for programme management; otherwise, it is normally for corporate management.

This wording also preserves the important distinction between quality assurance and Project Assurance. Quality assurance assesses whether appropriate management arrangements and standards are being applied at an organizational level. It therefore supports governance and enables corporate or programme management to remain confident that the project is being conducted appropriately. PRINCE2's project assurance arrangements provide the Project Board with independent confidence that the project remains viable and is being managed properly across business, user, and supplier interests. For further context on PRINCE2 governance and assurance, see PeopleCert's PRINCE2 overview and AXELOS PRINCE2 guidance.

QUESTION NO: 15

Which is created during the Starting up a Project process?

A. Project mandate

B. Project management team role descriptions

C. Communication Management Strategy

D. Quality Register

ANSWER: B

Explanation:

Project management team role descriptions are created during Starting up a Project because this process establishes the foundations needed to decide whether the project is worthwhile to initiate. A key activity is designing and appointing the project management team. This includes identifying the required PRINCE2 roles, defining the responsibilities, authority, reporting relationships, and expected competencies associated with those roles, and documenting them in role descriptions. Clear role descriptions support the PRINCE2 principle of defined roles, responsibilities and relationships: the Executive, Senior User, Senior Supplier, Project Manager, and any project assurance or support responsibilities must be understood before initiation proceeds.

Establishing these descriptions early enables the organization to appoint appropriate individuals and ensures that accountability for the project's business, user, and supplier interests is in place. The resulting management team design and role definitions also provide essential information for the Project Brief and for authorization to move into the Initiating a Project process. PRINCE2 is designed to provide a structured governance and management method, including explicit responsibilities for those directing and managing project work. See PeopleCert's PRINCE2 overview and AXELOS PRINCE2 guidance.

QUESTION NO: 16

Which provides a single source of reference that may be used by people joining a project after it has been initiated so they can quickly and easily find out how the project is being managed?

A. Project Brief

B. Project Initiation Documentation

C. Project mandate

D. Project Product Description

ANSWER: B

Explanation:

Project Initiation Documentation is correct because it defines the basis for managing the project and brings together the key information needed to understand how the project will be directed, managed, controlled, and delivered. It is created during

the Initiating a Project process and is maintained as a living management baseline where appropriate. Its purpose includes providing a single, authoritative reference for the project's objectives, scope, organization, controls, plans, approaches, and governance arrangements.

Consequently, a person joining after initiation can use the Project Initiation Documentation to gain a coherent view of the project rather than having to locate and reconcile separate management products. The documentation establishes agreed management approaches, such as how risks, issues, quality, changes, and progress will be handled, alongside the project plan and roles and responsibilities. This supports consistent project management throughout the project lifecycle and enables Project Board authorization decisions to be based on a clear, controlled foundation.

PRINCE2 describes the Project Initiation Documentation as the set of documents that defines the project and the basis for its management and assessment. See the official PeopleCert PRINCE2 certification overview and PRINCE2.com overview of the method.

QUESTION NO: 17

Which is a task of product-based planning?

A. Design the plan

B. Create the product flow diagram

C. Analyze the risks

D. Prepare the schedule

ANSWER: B

Explanation:

Product-based planning begins by defining the project's required products and the relationships needed to create them. **Create the product flow diagram** is therefore a task of this technique. A product flow diagram shows the sequence and dependencies in which products must be produced, helping the project team identify the order of work from product creation through to the project's final output. It is developed after the project product description, product breakdown structure, and product descriptions have established what is to be delivered and the quality criteria each product must satisfy.

In PRINCE2, the product flow diagram is an important bridge between defining deliverables and building a viable plan: the dependencies it visualizes support later decisions about activities, estimates, resources, and scheduling. Focusing on products first helps ensure that planning is driven by agreed outputs and their quality requirements rather than by a list of assumed activities. This aligns with PRINCE2's product focus and its recommended planning approach. See AXELOS's overview of the PRINCE2 methodology and the UK government's PRINCE2 guidance publication page.

QUESTION NO: 18

What product records any time tolerances agreed between the Project Manager and Team Manager?

A. Product Description

B. Work Package

C. Project Initiation Documentation

D. Stage Plan

ANSWER: B

Explanation:

The correct product is **Work Package**. A Work Package is the formal authorization issued by the Project Manager to a Team Manager (or team member) for the delivery of one or more products. It defines the work to be done, the products to be delivered, the reporting arrangements, constraints, and the controls under which the work will be managed. Crucially, it

records the tolerances delegated to the Team Manager, including any permitted variation in time. These tolerances establish the limits within which the Team Manager may manage delivery without first escalating the issue to the Project Manager.

Recording agreed time tolerances in the Work Package supports PRINCE2's management-by-exception principle. It makes the delegated authority explicit, provides a basis for monitoring progress, and ensures that an exception is raised if a forecast indicates that the agreed time limit will be exceeded. The Work Package is therefore the operational agreement between the Project Manager and the team responsible for delivery. See the official PRINCE2 certification overview from PeopleCert and the PRINCE2 methodology overview from AXELOS.

QUESTION NO: 19

Which is a responsibility of the managing level within the project management team?

A. Set project tolerances

B. Approve stage completion

C. Ensure that the products are produced within the constraints agreed with the Project Board

D. Appoint the project management team

ANSWER: C

Explanation:

"Ensure that the products are produced within the constraints agreed with the Project Board" is a responsibility of the managing level, represented by the Project Manager. PRINCE2 divides project-management responsibilities across directing, managing, and delivering levels. The Project Board operates at the directing level and authorizes the project, stages, exceptions, and closure. The Project Manager is accountable for the day-to-day management of the project within the authority delegated by the Project Board. This includes planning, coordinating people and resources, monitoring progress, controlling issues and risks, and ensuring that specialist work is undertaken so the required products can be delivered within agreed limits for time, cost, scope, quality, risk, and benefits tolerance. The Project Manager does not necessarily create every specialist product personally; rather, they manage and coordinate the work, commonly through Team Managers at the delivering level. Maintaining delivery within the constraints agreed by the Project Board is therefore central to the Project Manager's role and to management by exception. This allocation of authority enables the Project Board to focus on governance and key decisions while the Project Manager retains control of operational delivery. See the PRINCE2 overview from PeopleCert and the PRINCE2 methodology overview.

QUESTION NO: 20

What product forms the contract' between the Project Board and the Project Manager?

A. Project Brief

B. Project Initiation Documentation

C. Project mandate

D. Project Plan

ANSWER: B

Explanation:

The **Project Initiation Documentation** forms the agreed baseline, often described as the "contract", between the Project Board and the Project Manager. It brings together the information needed to establish a common understanding of what the project is intended to achieve, why it remains justified, how it will be managed and controlled, what it will deliver, and the tolerances within which the Project Manager may operate. Once the Project Board authorizes the project following initiation, the Project Initiation Documentation provides the basis for that authorization and for the Board's subsequent direction and control. It gives the Project Manager a clear mandate to manage delivery within the approved constraints, while allowing the

Project Board to assess progress, continued business justification, risks, issues, and requests for decisions against an agreed reference point. The documentation is maintained as necessary so that it continues to reflect the approved basis for managing the project. This role is consistent with PRINCE2's focus on defined responsibilities, management by exception, and formal authorization at key decision points. See PeopleCert's PRINCE2 certification overview and Axelos' PRINCE2 best-practice overview.

QUESTION NO: 21

Which is an objective of the quality review technique?

A. To baseline a product

B. To provide a common understanding of what products a project will create

C. To define the quality methods required within a project

D. To determine the quality responsibilities of a project team

ANSWER: A

Explanation:

To baseline a product is correct because a quality review is a formal PRINCE2 quality-control technique that establishes whether a completed product meets its defined quality criteria and is fit to be approved. Once the review has confirmed that the product is complete, the agreed version can be baselined. Baselining records the approved state of that product and places it under configuration control, so that any subsequent alteration is identifiable and managed through the project's change-control approach. This provides a reliable reference point for the project team, users, and other stakeholders, ensuring they all work from the same approved version rather than from uncontrolled drafts. The review therefore supports both product acceptance and the controlled transition of the product into an approved baseline. PRINCE2 treats quality management as product-focused: products are specified with measurable criteria, checked using suitable quality methods, and then approved when those criteria have been met. Further information on the PRINCE2 method and its quality-focused approach is available from PeopleCert's PRINCE2 overview and PRINCE2.com's methodology overview.

QUESTION NO: 22

Which characteristic of a project reflects that there are different perspectives and motivations for customers and suppliers?

A. Change

B. Cross-functional

C. Unique

D. Risk

ANSWER: B

Explanation:

Cross-functional is correct because a project brings together people, groups, and organizations with different roles, specialist knowledge, priorities, and interests in order to deliver a defined outcome. This commonly includes the customer or business side, which seeks benefits and fit with organizational needs, and supplier interests, which focus on delivering agreed products or services within commercial, technical, and contractual constraints. These differing perspectives must be actively represented and managed throughout the project.

PRINCE2 recognizes that projects operate across organizational and functional boundaries rather than within a single routine operational area. Its project organization practices support this by defining clear responsibilities and ensuring that key interests are represented in decision-making. In particular, the project board provides direction while representing business, user, and supplier perspectives, enabling decisions to balance the rationale for investment, the needs of those who will use the outputs, and the feasibility of delivering them.

This cross-functional nature is therefore a fundamental characteristic of projects: successful delivery depends on coordinated collaboration among parties whose motivations and viewpoints are legitimately different. Further information on PRINCE2 is available from PeopleCert's PRINCE2 overview and AXELOS PRINCE2 resources.

QUESTION NO: 24

Which is shown in a product breakdown structure?

A. Management stages, major products and control points

B. In which order the products should be created

C. The major products that are to be developed in a plan

D. What resources are required to develop the products

ANSWER: C

Explanation:

The major products that are to be developed in a plan are shown in a product breakdown structure because this structure is the core product-based planning technique used to define a plan's product scope. It presents the products that must be created or delivered in a hierarchical form, beginning with the final product or products and breaking them down into their constituent products. This makes the required deliverables visible and helps ensure that planning is based on what must be produced rather than merely on activities to be performed.

In PRINCE2, the product breakdown structure is developed before the product descriptions, product flow diagram, and activity planning details. It enables the project team to identify the significant products required by the plan and to establish a clear, shared understanding of the scope of delivery. Product descriptions can then define quality criteria, composition, derivation, quality methods, and responsibilities for individual products. The product breakdown structure therefore provides the essential product view from which further planning information is derived. See the official PRINCE2 certification overview and AXELOS guidance on product-based planning.

QUESTION NO: 26

Which is a purpose of an End Stage Report?

A. Summarize progress to enable the Project Board to decide what action to take next

B. Summarize how the project performed against the version of the Project Initiation Documentation used to authorize it

C. Provide the detailed analysis of a deviation and offer options for the way to proceed

D. Provide a plan for the next stage of the project

ANSWER: A

Explanation:

Summarize progress to enable the Project Board to decide what action to take next is correct. In PRINCE2, the End Stage Report is produced by the Project Manager towards the end of a management stage. Its purpose is to give the Project Board a clear, consolidated view of the stage's performance and the current status of the project. It reports progress against the approved Stage Plan, including the status of products, any issues or risks requiring attention, lessons, and forecasts for the remainder of the project.

This information supports the Project Board's formal end-stage decision. Depending on the project's circumstances, the Board can authorize the next stage, request further planning or action, direct an exception process, or decide to close the project. The report therefore enables continued governance through PRINCE2's management-by-stages principle: authority is granted one stage at a time, based on evidence of what has been achieved and what is forecast. The End Stage Report is considered alongside the next Stage Plan where continuation is proposed. See the official PeopleCert PRINCE2 overview and AXELOS PRINCE2 guidance.