



## ***The PRINCE2® Practitioner Examination***

### ***Sample Paper 1***

#### ***Question Booklet***

#### **Multiple Choice**

***Exam Duration: 2 hours and 30 minutes***

#### ***Instructions***

1. You should attempt all 68 questions. Each question is worth one mark.
2. You need to answer 38 questions correctly to pass the exam.
3. Mark all answers on the answer sheet provided. Use a pencil (NOT a pen).
4. You have 2 hours and 30 minutes to complete this exam.
5. This is an 'open book' exam. You can use the *Managing Successful Projects with PRINCE2 (2017)* guidance.
6. No other material is allowed.
7. Read the 'Project Scenario' in the *Scenario Booklet*.
8. You will also need the 'Additional Information' in the *Scenario Booklet* to answer some questions. This is indicated before the question.
9. Each question is separate. Do not use information from one question to answer another question.

PRINCIPLES

- 1) The Chief Executive Officer (CEO) of the record company requires the cost-benefit analysis of every project to be recorded in a document called a 'project rationale'. The executive is preparing the draft 'project rationale' as part of the pre-project phase.

Which principle is being applied, and why?

- A. 'Continued business justification', because the justification for starting the project needs to be recorded in some form of a business case.
- B. 'Continued business justification', because it is the executive who drafts the outline business case at the beginning of a project.
- C. 'Learn from experience', because it is important to consider lessons from previous projects at the beginning of a new project.
- D. 'Learn from experience', because the project management team should learn from more experienced corporate management.

- 2) During the initiation stage, the Vice President stated that attendance at launch events held on Monday evenings is low, and on previous projects this had resulted in lower album sales. As a result, the launch event for this album will be held later in the week.

Which principle is being applied, and why?

- A. 'Continued business justification', because there is sufficient reason to start this project.
- B. 'Continued business justification', because the project's justification should remain unchanged.
- C. 'Learn from experience', because project teams should learn from what occurred on similar projects.
- D. 'Learn from experience', because the project should continue to learn from its own experiences.

- 3) Towards the end of stage 2, the project manager realized that not all of the 'recorded sample songs' would be completed before the end of the stage. The project manager decided to move the remaining work to stage 3. This enabled the project manager to report that stage 2 was completed within time tolerance.

Is this an appropriate application of the 'manage by stages' principle, and why?

- A. Yes, because moving the work to stage 3 avoided an exception situation in stage 2.
- B. Yes, because stage 3 is not the final stage so work can be moved from stage 2.
- C. No, because the project board should assess project viability on completion of work planned for stage 2.
- D. No, because work in stage 3 should start while work planned for stage 2 is being completed.

- 4) The executive has appointed the company's finance manager to provide business assurance, to monitor whether the album sales will exceed the production costs as the project progresses through each stage.

How well does this apply the 'manage by exception' principle, and why?

- A. It applies it well, because a PRINCE2 project should structure the project into management stages to enable approval on a stage-by-stage basis.
- B. It applies it well, because the executive needs to be confident that controls and tolerances are being implemented effectively.
- C. It applies it poorly, because roles should be combined in a small project as long as there is no conflict of interest.
- D. It applies it poorly, because a PRINCE2 project should focus on delivering quality outputs rather than on the work required to deliver the products.

- 5) During the 'initiating a project' process, it was decided that the sound quality of the album should be the same, regardless of the delivery channel used. At the beginning of stage 4, the project manager agrees this requirement with the team manager responsible for delivering the album to the different channels.

Which principle is being applied, and why?

- A. 'Manage by stages', because an output-oriented project should define the products prior to producing them.
- B. 'Manage by stages', because users are more likely to be satisfied if the products are agreed at the start of the project.
- C. 'Focus on products', because the work done will contribute to the products being delivered to the required standards.
- D. 'Focus on products', because the project manager should make key decisions prior to the start of detailed work.

- 6) During stage 3, the Music Album Project board consists of the Vice President as the executive and senior user, with no senior supplier.

Is this an appropriate application of the 'defined roles and responsibilities' principle, and why?

- A. Yes, because the Vice President can represent all three primary stakeholder interests.
- B. Yes, because appointing the Vice President provides an explicit project management team structure.
- C. No, because the Vice President cannot judge if the project can be feasibly delivered by all supply streams.
- D. No, because having defined roles should help each person to answer 'what is expected of me?'.

- 7) The work package to create the 'artwork' will commence in stage 3. The graphic design company uses their own development method to deliver products. They have appointed their Graphic Designer as the team manager to complete this work package. The project manager will review the appointment at the end of the stage.

Which principle is being applied by the review, and why?

- A. 'Manage by stages', because the project manager reviews the contents of the project initiation documentation when planning stage 4.
- B. 'Manage by stages', because the project manager reviews the status of stage 3 products at the end of the stage.
- C. 'Manage by exception', because the project board delegates the authority to the project manager on a stage-by-stage basis.
- D. 'Manage by exception', because the team manager's performance should be reviewed before authorizing the next work package.

- 8) The project is in the initiation stage. The Vice President requests that management products be produced in the form of slides, to be presented at project board meetings. This is in line with company policy.

Is this an appropriate application of the 'tailor to suit the project' principle, and why?

- A. Yes, because the controls applied need to be appropriate to the organization's governance.
- B. Yes, because this provides control points during the project for decisions to be made.
- C. No, because producing slides takes more effort than producing written documents.
- D. No, because applying the 'manage by exception' principle removes the need for meetings.

BUSINESS CASE

Here are three actions related to managing business justification for the Music Album Project.

Which role (A-F) should be responsible for each action?

Choose only one role for each action. Each role can be used once, more than once, or not at all.

9) Ensure that the law firm that is working on the contract between the singer and the record company will make a profit.	A. Executive.
10) At a benefits review of the album launch, state whether the album sales met the targets specified in the business case.	B. Senior user.
11) Monitor monthly spend against the agreed budget on behalf of the record company.	C. Senior supplier.
	D. Project manager.
	E. Team manager.
	F. Project assurance.

12) The Music Album Project is part of a programme to contract new singers. The 'artwork' is being produced by an external graphic designer. The graphic designer's profit has been documented in the record company's business case.

Is this appropriate, and why?

- A. Yes, because project costs should be recorded as part of the project's business case.
- B. Yes, because the project's business case should record any benefits for the project's stakeholder.
- C. No, because the project, as part of a programme, should be provided with the approach to the business case.
- D. No, because the graphic designer's business justification should not be part of the project's business case.

13) The project is in the initiation stage. When negotiating with the record company on behalf of the singer, the singer's agent stated that this type of music represents 3% of the total music market. The singer's agent understands the music industry and has been asked to specify how much profit the record company should expect to make from the sales of this album.

Is this appropriate, and why?

- A. Yes, because the agent has the skills required to be responsible for forecasting the album sales.
- B. Yes, because the agent identified the size of the market for this type of music during the initiation stage.
- C. No, because the senior user should be responsible for the development of the detailed business case.
- D. No, because the senior user should be accountable for specifying the benefits which justify the project.

ORGANIZATION

Use the 'Additional Information' in the *Scenario Booklet* to answer this question.

Here are three roles relating to the Music Album Project.

Which individual (A-F) would be most appropriate for each role?

Choose only one individual for each role. Each individual can be used ONCE, or not at all.

14) Delegated user assurance.	A. Vice President.
15) Project manager.	B. Production Manager.
16) Project support.	C. Production Assistant.
	D. Marketing Manager.
	E. Music lawyer.
	F. Events Organizer.

17) As a result of previous lessons, this recommendation has been made: "If an executive is appointed who does not have an understanding of PRINCE2, someone with experience of applying PRINCE2 should undertake business assurance." The Recording Studio Manager has therefore been appointed as business assurance for stage 2.

Is this appropriate, and why?

- A. Yes, because the Recording Studio Manager is responsible for the delivery of the 'recorded album'.
- B. Yes, because the Recording Studio Manager has the experience required to deliver the 'recorded album'.
- C. No, because the Recording Studio Manager's business justification may conflict with the interests of the executive.
- D. No, because the Recording Studio Manager will not be available throughout the project lifecycle.

18) The Contracts Manager has been appointed as the project manager for the Music Album Project. In a previous job, the Contracts Manager worked as a graphic designer and, when planning for stage 3, decided to also take on the role of team manager for the 'artwork' production.

Is this an appropriate application of the organization theme, and why?

- A. Yes, because the project manager can take on a team manager role if they have the specialist skills.
- B. Yes, because in a commercial environment the project manager should understand supplier contractual obligations.
- C. No, because the team manager should come from the graphic design company to avoid conflicts of interest.
- D. No, because the project manager should plan roles during the 'starting up a project' process.

**QUALITY**

Here are three items of information that will be included in the project product description for the 'album ready for launch'.

Under which heading (A-F) should they be recorded?

Choose only one heading for each item of information. Each heading can be used once, more than once, or not at all.

<p>19) 'Recorded album', 'registered artwork' and 'launch event plan'.</p> <p>20) The singer will give final approval of the 'artwork'.</p> <p>21) The 'artwork' must comply completely with relevant equality legislation.</p>	<p>A. Purpose.</p> <p>B. Composition.</p> <p>C. Development skills required.</p> <p>D. Project-level quality tolerances.</p> <p>E. Acceptance method.</p> <p>F. Acceptance responsibilities.</p>
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22) The record company must comply with music industry regulations when producing the 'artwork'.

Which action should the project manager take, and why?

- A. Record the need to meet this requirement during stage 2, because the 'artwork' will be delivered to the specified quality criteria during stage 3.
- B. Record the need to meet this requirement during stage 2, because the product description for the 'artwork' will specify the required quality criteria.
- C. Record the requirement in the quality management approach, because compliance with external standards should be addressed when determining the approach to quality.
- D. Record the requirement in the quality management approach, because independent quality assurance needs to be planned at the beginning of the project.

23) During stage 2, the 'recorded sample songs' will be delivered and made available to members of focus groups. Feedback from the focus groups will be used to improve the 'recorded album'. The Production Manager has asked the singer to assess the recordings of the sample songs. This has been planned as part of the quality management approach.

Why is this an appropriate action?

- A. The quality that the singer expects from the 'recorded sample songs' needs to be documented.
- B. The quality checking of the 'recorded sample songs' needs to be aligned with the incremental delivery approach.
- C. The acceptance criteria for the 'recorded sample songs' need to be prioritized by the singer.
- D. The acceptance criteria for the 'recorded album' could change as a result of recording the sample songs.

PLANS

Here are three statements that are considered when planning the Music Album Project.

Which step in PRINCE2's recommended approach to planning do they apply to?

Choose only one step for each statement. Each step can be used once, more than once, or not at all.

24) The dependency between 'recorded sample songs' and 'signed contract' should first be identified.	A. Designing a plan.
25) The Music Album Project will have four stages.	B. Defining and analyzing the products.
26) A workshop will be held to identify the components that will make up the 'recorded album'.	C. Identifying activities and dependencies.
	D. Preparing estimates.
	E. Preparing a schedule.
	F. Documenting a plan.

27) The project is approaching the end of stage 3. The project manager has invited the team managers involved in stage 4 to a workshop to draft the stage 4 plan. The project manager has asked the team managers, some of whom are external suppliers, to draft their team plans beforehand in order to verify that the stage plan is achievable.

Is this appropriate, and why?

- A. Yes, because the team plans for stage 4 should be approved by the project board before the stage begins.
- B. Yes, because team plans can be created in parallel with the project manager creating the stage plan.
- C. No, because team plans should be produced as part of the 'managing product delivery' process.
- D. No, because team plans produced by external team managers should comply with supplier standards.

28) In order to prepare the project plan, the project manager used the record company's historical data, such as the types and number of human resources who took part in the previous music album projects. However, for the stage plans, the project manager organized workshops with the team managers to estimate the resources required.

Is this appropriate, and why?

- A. Yes, because the resources that will undertake the work may estimate the work differently.
- B. Yes, because each workshop participant should understand their role.
- C. No, because initial project estimates should be accurate.
- D. No, because one method of estimating should be used throughout the project.

RISK

The following risk has been recorded in the risk register:

"As the singer is new, there is a risk that the music album sales will not exceed the production costs, leading to the benefit no longer being achievable."

In response to this risk, an alternative graphic design company will be sought to reduce costs.

Here are three items of information to be included in the risk register.

Under which heading of the risk register (A-F) should the information be recorded?

Choose only one heading for each item of information. Each heading can be used once, more than once, or not at all.

29) The project manager has been instructed to search for a graphic design company that can produce the artwork more cheaply.	A. Probability, impact and expected value.
30) If a graphic design company can be found that can produce the artwork more cheaply, production costs are predicted to be significantly reduced.	B. Proximity.
31) Sales of the album will occur after the project has closed.	C. Risk category.
	D. Risk status.
	E. Risk owner.
	F. Risk actionee.

32) During stage 3, the singer's agent informed the project manager that the singer may be invited to perform at an international festival. If there is interest from an international audience, the record company will need extra money to expand their distribution channels. The project manager has created a provisional plan to cover the activities required, should the singer be invited.

From which budget should the extension of the distribution channels be funded, and why?

- A. The change budget, because this includes the provision for unknown risks.
- B. The change budget, because the distribution channels are being changed.
- C. The risk budget, because it should be used to fund planned risk tolerances.
- D. The risk budget, because it should include the funds to cover a contingent plan.

33) The following risk has been recorded in the risk register:

"As the singer is new to the market, there is a threat that the music album sales will not exceed the production costs, which would result in the project no longer being viable".

The record company plans to find an alternative graphic design company, to lower the overall production costs.

Which risk response is being applied, and why?

- A. 'Transfer the risk', because using a cheaper company transfers the threat to the third party.
- B. 'Transfer the risk', because using a cheaper company reduces the financial impact on the project.
- C. 'Reduce a threat', because the threat is being made less likely to occur and would have less impact.
- D. 'Reduce a threat', because the threat is being made certain by increasing the probability of it occurring.

CHANGE

The launch event is planned to be held at a local hotel. A month before the event, the hotel unexpectedly has to close. Another venue is available, but it is double the cost of the original venue. Here are three actions being taken in response to the loss of venue.

Which role (A-E) should be responsible for carrying them out?  
Choose only one role for each action. Each role can be used once, more than once, or not at all.

<p>34) Decide whether the impact on the project benefits of using an alternative venue, is acceptable.</p> <p>35) Obtain authority for an increase in the change budget to cover the cost of re-planning the launch event.</p> <p>36) Manage the issue and, if approved, arrange the alternative venue.</p>	<p>A. Corporate, programme management or the customer.</p> <p>B. Executive.</p> <p>C. Senior user.</p> <p>D. Project manager.</p> <p>E. Project support.</p>
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37) At the end of stage 2, the CEO decided to add a promotional video to the scope of stage 3 and increase the project budget by £10,000. This amount is sufficient to resolve the issue, which will be managed using the recommended issue and change control procedure. However, after noticing that stage 3 has a cost tolerance of £12,000, the CEO decided to use this instead.

Is this appropriate, and why?

- A. Yes, because all types of issue should be funded from stage cost tolerance.
- B. Yes, because this is a problem and should be funded from stage cost tolerance.
- C. No, because this is a request for change and should not be funded from stage cost tolerance.
- D. No, because all requests for change should be funded from the change budget.

38) During stage 3, the 'artwork' has been completed. However, it does not fully meet the quality criteria requested by the singer and in the documented product description. The cost of corrective action will be £500 and will delay the project by a week. The team manager has discussed this issue with the graphic designer and the singer. It has been agreed that the 'artwork' is good enough and will be used as it is.

Is this an appropriate approach to controlling change, and why?

- A. Yes, because the 'artwork' is of acceptable quality and project delay will be avoided.
- B. Yes, because the singer has agreed the revisions to his original quality criteria.
- C. No, because the project board must agree any change to the quality criteria.
- D. No, because corporate, programme management or the customer must approve an off-specification.

PROGRESS

Here are three statements relating to the Music Album Project.

In which management product (A-E) should this information be recorded?

Choose only one product for each statement. Each product can be used once, more than once, or not at all.

39) When producing the 'artwork', the Graphic Designer needs to inform the singer which images have been selected.	A. Work package. B. Checkpoint report. C. Highlight report. D. End stage report. E. Exception report.
40) An incident at the recording studio caused a delay in recording the songs. However, this will be completed within time tolerance.	
41) There were problems with the power supply at the recording studio throughout stage 2. It is recommended that the studio use an alternative power supply for future projects.	

42) In stage 2, the music lawyer is a team manager working on the draft contract for the singer. He usually sends an email to the project manager every two days summarizing the status of the work. No major progress is expected over the next week, so the project manager amends the work package to receive reports over the phone.

Is this appropriate, and why?

- A. Yes, because a checkpoint report can be event-driven.
- B. Yes, because a checkpoint report can be an oral report.
- C. No, because the reporting format cannot be changed during delivery.
- D. No, because only an exception report can be an oral report.

43) During the 'starting up a project' process, the project manager was told that the Production Assistant will not be available for the first stage. This issue needs to be managed formally.

Which management product should be used to record this issue, and why?

- A. Daily log, because it should be used to formally manage issues throughout the project lifecycle.
- B. Daily log, because the issue register is not created during the 'starting up a project' process.
- C. Issue register, because it should be used to formally manage issues throughout the project lifecycle.
- D. Issue register, because it should be used by the project manager to monitor issues on a regular basis.

STARTING UP A PROJECT

Here are three actions carried out during the 'starting up a project' process.

Which role (A-F) should carry them out?

Choose only one role for each action. Each role can be used once, more than once, or not at all.

44) Decide whether the Production Manager can take on the role of project manager, given the estimated time and effort involved.	A. Executive.
45) Seek approval from corporate management that the investment of time and money in promoting the singer is justified.	B. Senior user. C. Senior supplier.
46) Review the priority of the acceptance criteria for the 'album ready for launch'.	D. Project manager. E. Project support. F. Project assurance.

47) The project manager is preparing the project brief. A previous project had an issue with a focus group member uploading sample songs to the internet without permission. The project manager has asked the record company's cyber security expert to draft a section for the project brief that identifies measures required to prevent this from happening again.

Is this appropriate, and why?

- A. Yes, because the project brief should record any risks identified during the 'starting up a project' process.
- B. Yes, because potential security issues that apply to the project should be considered when developing the project brief.
- C. No, because it is sufficient to record the issue in the lessons log for the team manager of the focus groups to consider.
- D. No, because it is a serious issue that should be recorded in the issue register and managed formally.

DIRECTING A PROJECT

Here are three actions that are carried out as part of the 'directing a project' process.

During which activity (A-E) should the action occur?

Choose only one activity for each action. Each activity can be used once, more than once, or not at all.

48) Approve the work completed to record the album and the forecast to complete the 'registered artwork' and 'launch event plan'.	A. Authorize initiation. B. Authorize the project.
49) Ensure that there will be sufficient reviews after the launch event to monitor that the album sales deliver the expected profit.	C. Authorize a stage or exception plan. D. Give ad hoc direction.
50) Approve the forecast that the expected album sales will exceed the production costs, which was refined when the project plan was created.	E. Authorize project closure.

51) The project is approaching the end of stage 2. The project manager may need to consult the senior user and executive about planning the production of the 'artwork', and the 'recorded album'. As a result, the project manager has checked their availability for the following week.

Is this appropriate as part of the 'give ad hoc direction' activity, and why?

- A. Yes, because the project board should provide advice to the project manager when preparing exception reports.
- B. Yes, because the need for the project board to provide informal advice to the project manager increases at the end of a stage.
- C. No, because highlight reports should keep the project board informed without the need for other communications.
- D. No, because applying the 'manage by exception' principle should allow for the efficient use of senior managers' time.

**INITIATING A PROJECT**

Here are three actions that take place during the 'initiating a project' process.

Which theme (A-F) is being applied?

Choose only one theme for each action. Each theme can be used once, more than once, or not at all.

52) The project manager transfers the following statement: "A similar singer may be working on another album, to be released at the same time." from the daily log.	<ul style="list-style-type: none"> <li>A. Business case.</li> <li>B. Organization.</li> <li>C. Risk.</li> <li>D. Progress.</li> <li>E. Plans.</li> <li>F. Quality.</li> </ul>
53) The project manager documents the statement: "Funding was secured from a youth development fund, which must be used to produce the initial sample recordings."	
54) The singer's agent checks the project initiation documentation to ensure that the singer's needs will be met.	

55) The project manager has recommended that a highlight report should be submitted every four weeks. However, as the project manager only joined the company recently, the executive wants to receive a highlight report every week while the sample songs are being recorded. As a result, the project manager has recorded this requirement in the controls section of the project initiation documentation.

Is this appropriate, and why?

- A. Yes, because the project board uses highlight reports to monitor progress during management stages.
- B. Yes, because the reporting should be more frequent when a team is inexperienced, to build confidence.
- C. No, because the frequency of highlight reports should be set in each stage plan to allow a different level of monitoring.
- D. No, because the frequency of highlight reporting should be specified in the communication management approach.

CONTROLLING A STAGE

Here are three actions that are carried out during the 'controlling a stage' process.

During which activity (A-F) should each action be carried out?

Choose only one activity for each action. Each activity can be used once, more than once, or not at all.

56) The project manager updates the product description for the album cover, following a concession granted by the project board.	A. Authorize a work package. B. Review work package status. C. Review the management status. D. Report highlights. E. Escalate issues and risks. F. Take corrective action.
57) The project manager asks for confirmation from project support that the quality checks of the draft contract have been carried out, as reported in the checkpoint report.	
58) The project manager asks project support to confirm the status of the sample songs, prior to preparing the regular progress report.	

59) An external recording studio will be used to record the sample songs from the start of stage 2. Therefore, the record company's purchasing department needs to carry out the supplier selection process during the initiation stage. The project manager has recommended that the 'controlling a stage' process is used to control the work of the purchasing department.

Is this appropriate, and why?

- A. Yes, because work packages should be used to manage work during the initiation stage.
- B. Yes, because using a work package will help to ensure that the output is delivered on time.
- C. No, because the 'controlling a stage' process should be used for work within delivery stages.
- D. No, because the team manager for the sample songs production should select the recording studio.

MANAGING PRODUCT DELIVERY

60) What should the Recording Studio Manager do as part of the 'accept a work package' activity for the 'recorded album'?

- A. Agree when the 'recorded album' needs to be completed.
- B. Report the amount spent when producing the 'recorded album'.
- C. Verify that the required sound quality checks have been completed.
- D. Report progress on acceptance of the work package using a checkpoint report.

61) The team manager for the 'signed contracts for delivery channels' is in the process of accepting the work package. The team manager is concerned that the list of quality reviewers included in the product description may not include anyone with the required specialist knowledge.

What should the team manager do first?

- A. Consult with project assurance.
- B. Raise a risk with the project manager.
- C. Request a resource from the senior supplier.
- D. Revise the product description.

62) The project is in stage 2. The 'recorded sample songs' have been produced and handed over to the team manager for the focus groups. On the day before the focus group meeting, the team manager discovered that the sound quality of one song was not of the required standard. The team manager spoke to the singer's agent, and the singer will attend the focus group meeting to perform the songs.

Is this appropriate application of the 'managing product delivery' process, and why?

- A. Yes, because this will 'exploit' the opportunity for the focus group to hear the singer perform the songs.
- B. Yes, because the team manager is taking corrective action to resolve the issue of the poor-quality recordings.
- C. No, because the team manager should ask the Recording Studio Manager to take corrective action.
- D. No, because an issue should be raised so that the project manager can decide on corrective action.

### MANAGING A STAGE BOUNDARY

63) The project is approaching the end of stage 3 and the 'artwork' is taking longer to produce than expected. As a result, an exception report has been sent to the project board. The project board has decided to follow the recommendation of the project manager to increase the time tolerance for the stage.

When should the 'managing a stage boundary' process be used next?

- A. When preparing the stage 4 plan for approval by the project board.
- B. When reporting that stage 3 is now progressing according to plan.
- C. When re-planning stage 3 in response to the increased time tolerance.
- D. When the performance of the whole Music Album Project is reviewed.

64) This project is part of a larger programme. An exception plan has been produced during the final stage because there has been a delay in the registering of the 'artwork'. The stage will be delayed, however the project will be completed within the time tolerance set.

Which role, or combination of roles, should approve this exception plan?

- A. Programme board.
- B. Project board.
- C. Project manager with project assurance.
- D. Both project board and programme board.

65) Late in stage 3, the project manager has reported that the 'artwork' is going to take longer to produce than planned, and the stage is likely to exceed time tolerance. As a result, the project board has requested an exception plan and also wants to establish the status of the current stage.

What action should the project manager take, and why?

- A. Prepare an exception report, because it should show the status of the work package.
- B. Prepare an exception report, because it should describe the options for dealing with the deviation.
- C. Prepare an end stage report, because the project board have asked what is outstanding for stage 3.
- D. Prepare an end stage report, because the project is nearing the end of stage 3.

CLOSING A PROJECT

66) Which action should the project manager take during the 'prepare planned closure' activity?

- A. Summarize the final amount spent in producing the 'recorded album', for future reference.
- B. Check the 'album ready for launch' to confirm that it meets the record company's requirements.
- C. Report on the number of downloads for the sample songs and the predicted sales.
- D. Identify the marketing activities that still need to take place to support the launch.

67) Which action should the project manager take during the 'hand over products' activity?

- A. Update the project plan with the actual time taken to plan the launch event.
- B. Check whether the graphic designer can be released to work on another project.
- C. Summarize whether the 'album ready for launch' was delivered on time and to cost.
- D. Review the dates when sales of the new album will be measured.

68) The 'launch event plan' has been completed on time and within budget. A quality review has been carried out and there are no outstanding issues. The group running the launch event has confirmed that the plan meets their needs and that they will be able to run the launch event.

Who will use this information, and when?

- A. Project manager, when updating the end project report with lessons.
- B. Project manager, when identifying follow-on action recommendations.
- C. Project support, when creating the product status account.
- D. Project support, when transferring responsibility for the launch event plan.

**END OF EXAMINATION**

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