



Strategic Planning and Project Management Reviews

Course Description:

In the 21st century, most organizations recognize projects as the vehicle for delivering their mission, vision and strategy via new products, services, processes and system changes.

This training course provides delegates with a practical grounding in strategic planning, project management and carrying out the governance of project management.

This training course will feature:

- How to manage and improve business performance
- The key concepts and methods of Business Process Re-engineering
- A 'mind-set' for engaging change management in the business
- The processes for initiating projects and gateway 1

- How projects should be planned and gateway 2
- How projects are monitored, controlled and closed
- Auditing projects and effective communication of audit findings

Course Objective:

This training course is designed to provide leaders with the skills and knowledge to drive a business forward, in line with strategy, making sure the agreed projects are as effective as possible, maintaining project values and delivering project objectives on time, within budget and to quality standards.

At the end of this training course, participants will be able to:

- Understand the difference between vision, mission and strategy
- Understand the balanced scorecard approach
- Implement Business performance management
- Understand the concepts of Lean project management and Business process re-engineering
- Have a concept of change management
- Understand the governance of project management
- Understand project management lifecycles
- Carry out the different types of project review
- Recognise key activities critical to the success of project delivery
- Identify, analyse, plan and manage project risk. Professionally review project risk
- Understand proven tools and techniques for controlling projects
- Recognise team dynamics within projects

Training Methodology

This training course will utilise a variety of proven adult learning techniques to ensure maximum understanding, comprehension and retention of the information presented.

This includes:

- Interactive case studies specifically designed for the delegates
- Videos
- Discussion and evaluation of the latest techniques
- Hands-on, practical exercises simulating actual project scenarios

Organizational Impact

The organization will gain confident employees on return to their workplace ready to try out their new skills:

- Projects will be assured with more confidence
- Project managers will have better feedback given to them to improve the quality of their projects
- The language of project management will be consistently understood and used
- Project management tools will be recognised and suggested to be used across the organization
- Senior management will be able to make faster decisions around projects and delivering the strategy

Personal Impact

This intensive Strategic Planning and Project Management Reviews training course offers complete guidance for linking business strategy to managing all projects and will provide you with a solid foundation for best practice project management.

By the end of this training course, participants will be able to:

- Integrate projects within the context of the organisation
- Know what top quality-focused project plans look like
- Undertake projects reviews
- Understand the roles and responsibilities in an organisation and in a project
- Maintain communication with stakeholders

WHO SHOULD ATTEND?

This training course is designed for professionals either directly or indirectly involved in the delivery or assurance of projects, but will greatly benefit:

- Programme Managers / Project Sponsors
- Project Managers
- Members of Process Improvement Teams
- Project Support Personnel
- Project Assurance Personnel
- Administrators responsible for supporting projects
- Directors and Functional Managers

Course Outline

DAY 1

Managing Business Performance

- Introduction to the Course and Overview
- Vision, Mission and Strategy
- The Balanced Scorecard
- Lean Project Management
- Business Performance Management

DAY 2

Business Process Re-engineering (BPR) and Change Management

- The Principles and Benefits of BPR
- The Re-engineering Process Stages
- Process Mapping
- How to Re-engineer Business Processes
- Change Management
- Project Reviews

DAY 3

Project Management Initiation

- Understanding Key Project Terms & Definitions
- The Project Life-Cycle
- Governance of Project Management
- Stakeholders, Project Roles and Responsibilities
- Project Management Success Criterion and Factors
- Project Initiation
- The Business Case and Project Mission
- Stage Gate 1

DAY 4

Project Management Planning

- Planning and The Project Management Plan
- Scope Management to Schedule Management
- Risk Management
- Stage Gate 2

DAY 5

Project Management Control and Closure

- Reviews: Requirements to Implementation
- Project Audit
- Team Development
- Managing Change in Projects
- Project Reporting and Earned Value Management
- Project Closure and Post Project Reviews
- Lessons Learned