



Who is PLI?

PLI is a professional services company offering consulting, training and software to organisations in both the public and private sectors, worldwide.

Our focus is on improving the management of projects and programmes within businesses using tools and techniques developed from our work with some of the world's most successful organisations.

SERVICES AVAILABLE

- Project Accelerator™ and Project Trakker™ software
- Innovation Accelerator™ software
- Project and Risk management training courses
- Innovation training courses & guides
- Innovation & Strategy courses
- New Product Development (NPD) process workshops

A two-day Open course for managers responsible for Project Excellence

WHO IS THE COURSE FOR?

This is an intensive **2-day** course aimed at all managers, of any discipline or department, who need to manage their projects effectively, efficiently and deliver agreed value.

WHAT IS THE COURSE ABOUT?

The programme consists of a series of modules drawn from an Integrated Project Management model (see below). They cover everything from project leadership through managing the team and onto decision making.

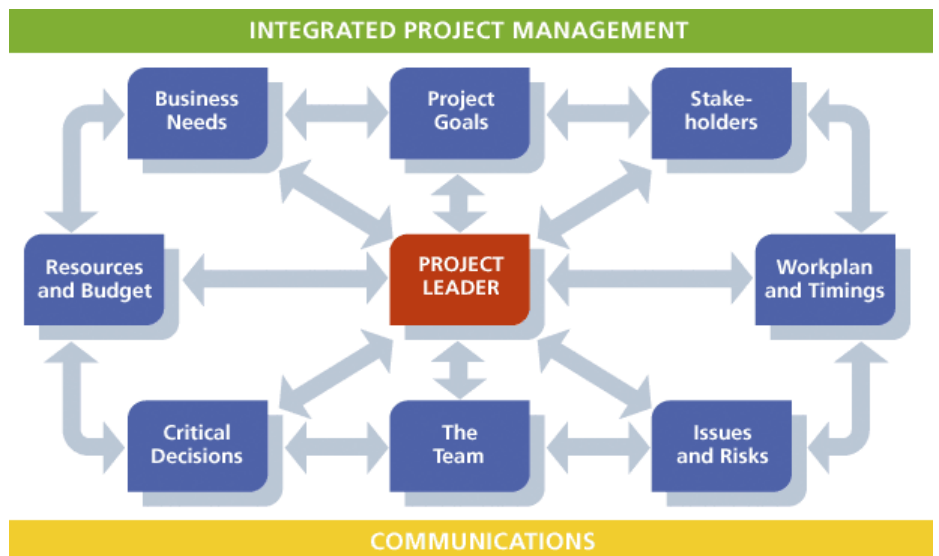
COURSE OBJECTIVES

By the end of this course participants will have...

Understood the wider context
Managing projects is about doing the right thing not just doing things right!

Total visibility & control
Over their project portfolio and all the resultant issues and risks

Best practice tools & techniques
For managing their projects, making decisions and managing risks



CLIENTS INCLUDE

Huntsworth Health plc
Richmond Foods
Innovation Advisory Service South East
Surrey Borders Partnership NHS Trust
SAB Miller
BMT Group
Springboard Housing Association
Macphie of Glenbervie
Centrica plc
LeCroy Inc
Nokia
Kingdom of Saudi Arabia Tourist Commission
Universal Pictures International Entertainment
Coca-Cola
Experian
TUI GmbH
Ericsson Services (UK) Ltd
Electrocomponents plc
Henley Business School
South East England Development Agency
(SEEDA)

Project Accelerator™ software

This **web-based** application enables the effective management and control of any project or change programme. It ensures consistent application of **best practice** techniques across diverse teams and companies and links with the Project Leaders Programme.

With **digital dashboards** for managers and the provision of **on-line coach** and **virtual consultant** functions for users this software is available **FREE OF CHARGE** for all course attendees during the programme and **UP TO 3 MONTHS AFTERWARDS!**

Project Management Training

This 2-day intensive training programme covers all aspects of the Integrated Project Management framework. Within this practical workshop, each module will be covered in detail with the opportunity to discuss and plan your projects with the training staff.

DAY 1

- **Project Leadership**

Project Management has generally been about 'doing things right' however more and more companies rely on leaders to 'do the right thing.' In this core module we show how project leaders differ from project managers and how you can make a difference.

- The right skills
- The right thinking
- The right commitment

- **Business Needs**

All projects need to be related to the business need. In this module we explore the importance of links to the business and other projects.

- Aligning to business imperatives
- Understanding customer requirements
- Identifying links to other projects

- **Project Goals**

Most people understand SMART objectives but can you translate a business case into a project passport?

- Setting objectives and constraints
- Agreeing Key Benefits Indicators (KBIs)
- Establishing the business case

- **Stakeholders**

The most up to date thinking emphasizes the importance of bringing key players along with you and managing stakeholders

- Identifying stakeholders
- Assessing levels of commitment
- Influencing

- **Workplan & Timings**

A few key techniques, if understood well, can make the planning of a project so much easier!

- Defining tasks & priorities (scheduling)
- The Critical Path
- Agreeing Milestones

"FAST TRACK TO SUCCESS IN PROJECT MANAGEMENT"

In May 2009 Prentice Hall publications will launch a new project management book authored by Simon Derry and Patrick Harper-Smith of PLI based on the Integrated Project Management model of this course.

Give your project management career a boost with the winning combination of this workshop, the book and the Project Accelerator™ software.

COURSE DATES

The following courses are being run at Henley Business School in 2009:

- **20-21 January Project Leaders Programme**
- 28-29 January Strategy & Innovation
- 17-18 March Strategy & Innovation
- 31 Mar – 1 April New Product Development
- **22-23 April Project Leaders Programme**
- 2-3 June Strategy & Innovation
- 7-8 July New Product Development
- 8-9 September Strategy & Innovation

For more information on the latest course dates and available slots please contact us on **01491 411121** or email us at info@project-leaders.net.

If an integrated approach to managing projects is of interest to you or you would like more detail on the Open Courses please contact us now.

HOW MUCH DOES IT COST?

To ensure a high quality the course is limited to 10 participants. The Open course is priced at **£900/person** (ex VAT and accommodation).

An **early booking discount** is available of 20% for all courses booked and paid 6 weeks prior to the course. **Book early and save £180!**

Contact us for volume discounts

WWW.PROJECT-LEADERS.NET

DAY 2

• Issues and Risks

Risk Management is now a core discipline within project management. Using a simple technique contingency planning becomes easy

- Identifying issues and risks
- Contingency planning
- Change Management and control

• The Team

Projects succeed or fail because of people not systems or processes! Getting the right team together and managing them effectively is key to success

- Selecting the project leader
- Team Building
- Roles and responsibilities

• Critical Decisions

Often taken for granted, making decisions is a skill in itself. How you get others to back your decision is another

- Identifying critical decisions
- The decision making process
- Gaining buy-in

• Resources & Budget

Planning and scheduling of resources and budgets is one of the most worrying parts of project management for many managers. Simple tools can help greatly

- Identifying resource requirements
- Specifying quantity and quality
- Agreeing budgets

• Communications

Project reporting and measuring progress can be very time consuming if not planned effectively and efficiently. Technology can help greatly here

- Project reporting
- Managing meetings
- Updating stakeholders

WHERE IS THE COURSE HELD?

At the world-renowned Henley Business School in Oxfordshire. Recently voted one of the top MBA schools in the world.

Henley Business School – the perfect environment for learning and networking. It is within easy reach of the M4, M40 and M25. For directions go to www.henleymc.ac.uk and click on 'How to Find Us'



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