



Training with Aravena Global Solutions

PM103 - Sponsors Briefing Course Information

General

Project management is an important activity in any organisation primarily because it allows the organisation to manage any undertaking with a degree of assurance that it will get the job right the first time, not overspend its budget and not waste resources.

The key features of a successful project management environment are:

- Its focus on business justification
- A defined organisation structure for the project management team
- Its product/deliverable-based planning approach
- Its emphasis on dividing the project into manageable and controllable stages
- Its flexibility to be applied at a level appropriate to the project.

In any organisation it is important that management (especially the Project Sponsor/Board) understands their responsibilities and involvement in ensuring the successful outcome for the projects being conducted.

Course Offerings

Aravena Global Solutions offers a range of Project Management courses that are focussed on different outcomes.

- PM 101 Fundamentals of Project Management (based on PRINCE2)
- PM 102 PRINCE2 Foundation
- PM 103 Project Executive/Sponsor Briefing
- PM 201 PRINCE2 Practitioner

The Project Management for Sponsor's Briefing (PM103) is designed to enhance the understanding of members of the Project Board and identify their roles and responsibilities at key stages in the execution of a project. It also aligns terminology and concepts being applied in the project environment. Depending on the circumstances it can vary between 2 hours to half a day in-house course.

Standard inclusions on the Briefing comprise:

- Course notes and exercises
- Aravena Global Solutions PRINCE2 - process map

What to expect from your Executive Briefing

The Aravena Global Solutions course structure introduces the fundamental concepts and processes involved in managing a project using PRINCE2. It is an intensive instructor lead discussion that draws on the experiences of the participants. To this end you will expand on your previous knowledge and understanding of project management and your role in its practical application in ensuring a successful outcome.

For further information please contact admin@aravena.com.au.

Session Outline – PM103 (Sponsor’s Briefing)

This is an in-house briefing. Depending on the circumstances it can vary between 2 hours to half a day. The course is designed to brief those who have been made accountable for a project (Project Executives/Sponsors) and senior stakeholders in the achievement of the projects objectives.

Course Objectives

Participants can expect to:

- Understand what it takes to be a successful sponsor
- Appreciate that business change is the key focus and that projects are vehicles to enable the change
- Understand the roles and responsibilities of sponsors, project boards and project managers
- Appreciate the key impact that sponsors and project boards have on project success
- Understand the importance of benefits management as an integral part of project management

Topic	Focus
The Challenge of Project Management	<ul style="list-style-type: none"> • Project definition • Project management objectives • Principles
Project Governance	<ul style="list-style-type: none"> • 3 Pillars (Structure, People and Information) • Project Organisation Structure • Roles
The Business Case	<ul style="list-style-type: none"> • Project Driver • Business Case Development • Benefits
The Delivery Journey	<ul style="list-style-type: none"> • Building a Solid Foundation, • Controlling Start, Progress and End • Governance interactions
Key Documents	<ul style="list-style-type: none"> • Business Case/Benefits Realisation • Plans (Project/Stage) • Risk/Issues, Status Reports • Closure report/Post Project