

## **Project Sponsorship (PS)**

### **Seminar Outline**

#### **Principal objective**

To enhance executive managers' project management knowledge and skill to enable them to cope with project sponsorship and associated accountability. This seminar will provide the Project Sponsor with the ability to assess and select the right Project Manager and project management requirement to secure successful project completion.

#### **Designed for executives who**

- Require a sound understanding of the role of the Project Sponsor.
- Have a need to understand the Project Manager to sponsor interaction.
- Need a basic understanding of project management.
- Need an understanding of the project framework.

#### **Duration**

Two days plus structured evening review and preparation.

#### **Investment**

#### **Seminar pre work**

- Define the organisational structure that manage projects.
- How are the Project Managers' competencies matched to project requirements?  
(300 words)

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#### Learning outcomes

As a result of successfully completing the seminar pre-work, participating fully in the seminar, completing the assignment program, and applying the skills, knowledge and attitudes learnt with appropriate on-job coaching, participants will be able to:

Outcome	Tools
Create a project environment that is in alignment with the company's structure and strategy.	<ul style="list-style-type: none"> <li>• Project Office structure</li> <li>• Project Office pros and cons</li> <li>• Matrix structure</li> </ul>
Create a Project Definition.	<ul style="list-style-type: none"> <li>• Business drivers</li> <li>• Feasibility process</li> <li>• Risk analysis and mitigation</li> </ul>
Select the required Project Manager.	<ul style="list-style-type: none"> <li>• Responsibility matrix</li> <li>• Competencies</li> </ul>
Prepare a Business Case.	<ul style="list-style-type: none"> <li>• Cost benefit analysis</li> <li>• PV, NPV, IIR, ROI</li> </ul>
Prepare a Project Charter.	<ul style="list-style-type: none"> <li>• Company constraints</li> <li>• Managerial reserves</li> <li>• Milestones</li> </ul>
Select the correct contract type.	<ul style="list-style-type: none"> <li>• Work breakdown structure</li> <li>• Contract breakdown structure</li> </ul>
Manage multiple projects.	<ul style="list-style-type: none"> <li>• Status reporting</li> <li>• Resource management</li> </ul>
Analyse corporate risk and control changes.	<ul style="list-style-type: none"> <li>• Contingency planning</li> <li>• Change control</li> <li>• Risk register</li> </ul>
Successfully complete a project and handover.	<ul style="list-style-type: none"> <li>• Acceptance planning</li> <li>• Team and project assessment</li> <li>• Project close out</li> </ul>