

Programme Management Training

Our 1-day training course has been designed to enhance delegates knowledge of Programme management and the practical application of different programme within a organisation. Programme Management is the co-ordinated management of a portfolio of projects to achieve a set of objectives.

Objective

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

- Increase the effectiveness of an organisation's approach to programme management
- Gain an understanding of Initiating and organising a large-scale programme to implement business strategy
- Manage stakeholder relationships effectively within a programme.
- Manage, execute and control a successful programme consisting of multiple, related projects
- Establish and implement programme governance to ensure consistent alignment with organisational strategy
- Ensure the realisation of programme benefits

Details

Duration: 1 Day

Who is this course for

There are no pre-requisites for this training course and it is designed for people with minimal experience.

Course Content

Programme Management

- What are programmes and how they differ from projects
- Examples of different types of programmes
- A process and framework for managing a programme

Establishing & Defining The Programme

- Developing the vision statement of the programme and defining the business benefits
- The process and responsibilities of setting up the programme and objectives
- Constructing the programme framework

Setting Up The Programme Organisation And Roles

- Identifying the different programme roles and their responsibilities
- Typical programme organisational structure
- The purpose and responsibilities of a programme manager and the programme support office

Carrying Out Programme Level Planning

- The purpose of programme plans
- The elements of a programme plan with milestones and dependencies
- Inter-relationships between project-level plans and the programme plan
- Programme risk identification, assessment and management

Managing Resources

- Creating the programme resource plan
- Identifying and dealing with resource bottle necks using the critical chain approach
- Allocating from and managing the resource pool effectively

Monitoring & Controlling The Programme

- Systems for effective programme control and levels of delegated authority
- The programme level view of quality in the individual projects in the programme
- Realising and monitoring the benefits arising from the programme

Programme Close & Handover

- Closing the programme with handover and acceptance of the outcomes from the programme
- Measuring the value added and the benefits realised from the programme

Learning Methods

This is an interactive Programme Management workshop, and the following learning methods will be used:

- Inputs
- Exercises – some of which will be based on situations in the delegates' work-based programmes
- Group activities and discussions
- Handouts

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