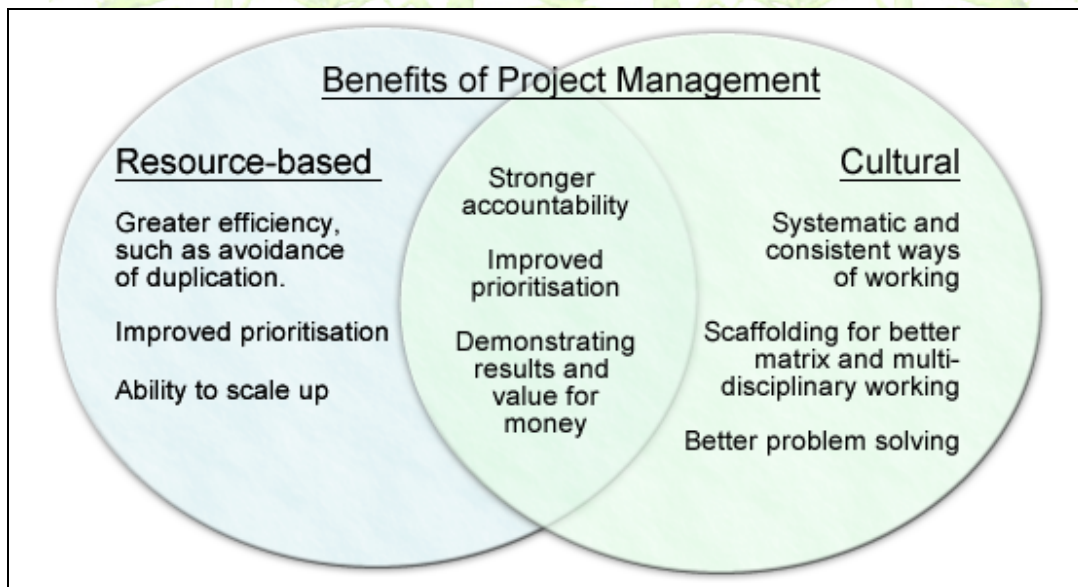




It may have been around since the 1960s, but the potential of project management to improve efficiency and impact seems largely untapped in many organisations.

A genuine and effective project management approach delivers improvements in the use of resources, and in the ways people work.



Passé-Partout offers a proven and highly effective introduction to project management for public sector managers. Our dynamic programme gives participants a range of practical tools for planning, managing relationships and risk, and realising project benefits.

The workshop focuses on participants' own projects (large or small), helping them apply essential techniques, and taking away the mystique that seems to have grown up around project management.

A sample agenda for a programme developed and run for NHS Islington is shown on the next page.





09.30 Welcome and introductions

09.50 The value and nature of project management

Exploring the rationale for project management, and key principles of the approach adopted at NHS Islington; with input from Victoria Grimsell, Head of the Programme Office

10.20 The idea stage

In this session delegates will share the project briefs they chosen to work with today, before analysing the key decision factors in play when a project idea is being developed.

11.15 Project initiation – making a business case

A review of the characteristics of an effective business case, with an opportunity to try out key supporting techniques including options analysis and cost/benefit comparisons.

12.00 Project initiation – the PID

Review of a completed PID, with clarification of essential requirements; followed by a practical session to try out project planning tools including fishbone analysis, work breakdown, activity and resource analysis, and the use of Gantt charts.

13.00 Lunch

13.45 Project initiation – stakeholder management

Establishing the significance of effective (internal and external) relationship management to project success, and practising alternative techniques for stakeholder categorization and communication planning.

14.45 Project initiation – risk management

Input on key risk management protocols and responsibilities (identification, control, action), with reference to the corporate risk register and project risk log.

15.45 Project delivery

Session to include a walk through the project highlight report, and review of two case studies describing recent NHS Islington projects – with focus on project management techniques used, and lessons learned by the project managers.

16.25 The final stages

Summary of best practice in project closure including evaluation, dissemination and disbanding the team

16.45 Review and close

