

## Training Courses

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Harrison International Ltd has extensive experience in training with courses conducted primarily throughout the Asia/Pacific region. Our courses focus on delivering strategy through projects and core project management skills. They include:

### **Entry/Overview/Review**

- Projects for Team Members (2 days)
- Successful Project Management (3 days)

### **Targeted Topics**

- Appreciate the Fog in Conflict (1/2 day)
- Appreciate the Fog in Decision Making (1/2 day)
- Contracting for Project Managers (2 days)
- Results-Oriented Communications (1 day)
- Risk Management (2 days)
- Schedule and Cost Management (2 days)
- Sound Decision-Making (2 days)
- Work Breakdown Structures in Practice (1/2 day)

### **Governance and Leadership**

- Appreciate the Fog in Matrix Environments (2 days)
- Effective Project Sponsorship (1 day)
- Leading Through Personal Power (3 days)
- Managing Projects Strategically (2 days)

### **Certification Preparation**

- PMP Preparation Study Intensive (5 days)
- PMP® Preparation Coaching

## Training and Development Options

Research indicates that training courses taken as the only development option result in up to 22.8% productivity increases, whilst training coupled with follow-up coaching can result in up to 88% productivity increase. The following list identifies some of the other training and development options that HIL offers which may suit you:

- **Mini workshops:** Half day workshops focused on specific topics (e.g. Scoping with the Work Breakdown Structure, Scheduling, Financial Tools and Budgeting, Risk Identification etc). These workshops enable busy groups to gain some professional/technical development as a team with minimal time commitment at any one time.
- **Coaching:** One-on-one coaching where the issues from the job may be talked through and discussed with an experienced practitioner who provides suggestions, feedback, ad hoc training and other support.
- **One-on-one training:** An individual works through a course in an accelerated one on one session. Training sessions may be broken up into half day blocks.
- **Project In Action Workshops:** Facilitated workshops where specific project activities for a live project are carried out as a team, conducted by a skilled facilitator/project management practitioner. Getting the job done and at the same time gaining insight into how to perform the specific activity from someone with experience.
- **Project reviews:** Have a review performed of a project and gain direct feedback on what is working, what may be improved, and things to consider for the future at an individual, project and organisational level.
- **Skills Assessment:** Have the current skills of an individual assessed against standards of practice/competency frameworks. These assessments may be self-assessed, and/or performed by peers/managers, and may be carried out and measured against a baseline established for the organisation. The assessment enables the development of a targeted plan for each individual.
- **Training Courses:** The full length training courses, conducted for the team.

**Note that all training and coaching contributes towards professional development units (PDUs) for Project Management Professional (PMP®) certification and re-certification**

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## Training Benefits

HIL's course material has been developed and continuously updated since 1995. It caters for the latest shifts and emerging areas of focus in the area of project management. By sponsoring staff through the HIL courses your organisation will:

- **Enable** staff to approach project management activities in a consistent and effective manner using the knowledge and skills they gain.
- **Reduce** vulnerability of the organisation and those responsible for delivering projects to failure.
- **Communicate** clearly that new skills and practices are important and necessary to your organisation.
- **Provide** staff with **support** for the work they do through classroom learning that includes lecture, workshop activities, and a focus on experiential learning.
- **Demonstrate** tangible support of your staff by sponsoring them in gaining professional development. [Research has shown that providing training is viewed favourably by prospective employees when considering joining a company]<sup>1</sup>.

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<sup>1</sup> *The Future of Project Management*, USA: Project Management Institute, 1999, p. 19