

**Booking Form** (may be photocopied for every application)

## Introduction to Project Management School

First Name .....

Surname .....

BCS Member No. ....

Organisation .....

Address for  
correspondence .....

.....

..... Post Code .....

Tel: ..... Fax: .....

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### Booking rates per person

BCS members or affiliates	£ 50 (£ 42.55 + VAT)	£
Non members	£ 60 (£ 51.06 + VAT)	£
Unwaged/Students	£ 15 (£ 12.77 + VAT)	£
<b>Total Due</b>	VAT rate 17.5%	£

**You MUST book and pay in advance through Sue McGowan.**

Please send your cheque, payable to 'British Computer Society (PROMS-G)' with this Booking Form. If you wish to pay by credit card, please first phone our Administrator (number below). We will confirm your booking once we receive your payment.

I am paying by cheque  I wish to pay by Credit Card

Mrs Sue McGowan  
Rowan House  
68a Redcliffe Street Email: promsg.admin@bcs.org.uk  
Cheddar, Somerset BS27 3PF Tel: 07866 329391  
Receipt and joining instructions will be forwarded to delegates.  
Please indicate if you require a VAT receipt.

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Project Management  
Specialist Group

The Project Management  
Specialist Group of the BCS  
London and Thames Valley  
Region  
2006 Spring School

## Introduction to Project Management School

### *An introduction to essential aspects of project management*

You may be wondering if you should further your career through understanding and learning project management skills. Perhaps you are starting your career as a project manager. In both cases you will need to learn more about your chosen career. This school is an excellent opportunity for you to broaden your understanding of project management. Experienced practitioners may benefit from topics covered.

- Content:**
- Introduction to Project Management
  - Benefits Management
  - Soft Skills
  - Training and the Project Manager

**Dates:** Four Wednesday evenings starting 1<sup>st</sup> March 2006  
**Venue:** BCS Davidson Building, 5 Southampton Street, London, WC2E 7HA  
**Time:** Lectures start at 6.45 p.m. with registration and refreshments from 6:00 p.m.

This event is open to all. Membership of BCS PROMS-G is currently free of charge and is open to all whether BCS members or not. To become a member of BCS PROMS-G, visit our website at [www.proms-g.bcs.org](http://www.proms-g.bcs.org) now.

**All PROMS-G meetings carry CPD units.**

# Introduction to Project Management

## SPRING SCHOOL

- **What is Project Management, how do I measure success, how should I be able to communicate and how do I find suitable training?**
- **Four leading experts in the field will be sharing their in-depth knowledge on the subjects as well their practical experience in the development of project management skills.**
- **The school should appeal to anyone who is becoming involved in project work or is considering project management as a career option.**

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### *Session 1: Wednesday 1<sup>st</sup> March 2006* *Introduction to Project Management* *Ian Santry, Cabinet Office*

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**Ian Santry** works as a Programme and Project Management Training & Development Consultant at the National School of Government where he directs the Programme Management and certificated Project Management courses. He has designed and delivered many bespoke courses and contributed to the OGC PRINCE2 and Managing Successful Programmes Best Practise Guidance and keeps his hand in by leading OGC Gateway Reviews and advising on PPM within the National School. Ian is currently working on the pilot IT Academy events on behalf of e-GU.

Ian will introduce the project management discipline in plain English and will explain why organisations are increasingly turning to project management as a tool for delivering the organisational change required for increased performance - be it measured in terms of economy, efficiency or effectiveness.

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### *Session 2: Wednesday 8<sup>th</sup> March 2006* *Benefits Management* *John Zachar, Citi*

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**John Zachar**, Principal Consultant has an extensive career in hands-on project management. He applies his current project management experience, as the architect of many of CITI's project management education programmes, delivering numerous IT intensive business projects applying his strong business focus. John's experience includes management of business change programmes and change management processes, and his extensive ability to communicate permits him to motivate others to 'just make it happen'.

Some benefits cases belong on one of the fiction shelves of the local library: such as the benefits case is used to attract funding for the project - the cost / benefit analysis (CBA); the real benefit isn't identified, only a symptom of what should be providing the benefit identified. Once identified, a benefit realisation plan needs to be created and implemented.

John will explain how to identify, use and control benefits management.

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### *Session 3: Wednesday 15<sup>th</sup> March 2006*

#### *Soft Skills* *Dr Roland Sauter, STS Training*

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**Dr Roland Sauter** is Managing Director of STS, a company dedicated to Project Management Training. Roland is the creator of the training simulator SimulTrain, which incorporates a sophisticated model of human factors in Project management. More than 45'000 project managers have been trained with SimulTrain in 25 countries.

Soft skills are often considered as the key success factor in Project Management: indeed, a project manager needs a lot of dedicated skills in order to cope with the conflicting interests of the various stakeholders, to get the resources on time, to motivate his team, to solve the numerous conflicts that you'll find in every project. In fact, the project manager has a very complex situation: he is responsible for cost/schedule/scope/quality, but he depends on the line managers in order to get the required resources to complete the project. This situation requires a high skilled negotiator, and very good organizational skills.

The talk will focus on the key skills of a project manager, and will emphasize the specificity of leadership in a project environment.

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### *Session 4: Wednesday 22<sup>nd</sup> March 2006* *Training and the Project Manager*

#### *David Watson*

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**David Watson's** has some 20+ years' experience as a project and programme manager and is currently an Assessor of PRINCE2™ trainers and material, on behalf of the APM Group Ltd.

Many organisations – on perceiving a need to improve their project achievement profile – behave as though training their project managers, usually in a branded approach that is easy to buy, such as PRINCE2™, is all that is needed.

In his presentation, David will address:

- The place of project manager training in the arena of project achievement.  
A project is a team endeavour. Over-emphasis on training one player – albeit one of the key ones – is not the answer.
- The competencies, attitudes and skills needed by the successful project manager.  
Following a formula has never worked, and the nature of the project management task means it never will. A broader base – albeit with helpful knowledge of formulae – is needed.
- The relevance, nature and place of training in developing the successful project manager.

How much training, and of what sort?