



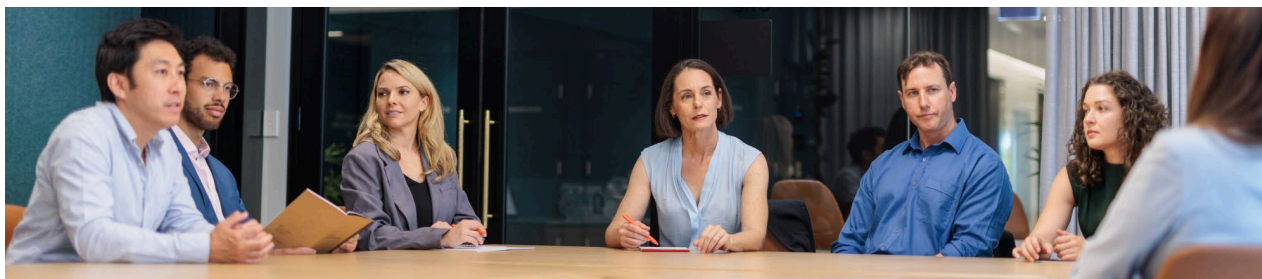
THE UNIVERSITY OF
SYDNEY

**Advanced Project
Management
Course: Mastery
in Scope, Project
Control,
Governance and
Leadership**

*Centre for
Continuing Education*



Advanced Project Management Course: Mastery in Scope, Project Control, Governance and Leadership



Take the next step with our advanced project management course for project managers looking to expand their stable of skills. In this course, you will learn the technical aspects of project management, people management and how to scope and initiate a project.

Delivered over three days, this course offers an in-depth view of project scoping from business case to the realisation of benefits. Work collaboratively to develop the suite of deliverables required to baseline, monitor and control your project scope.

Prerequisites

Some familiarity with project management.



Course duration

3 sessions, 24 hours total



Time

9am - 5pm



Format

Face-to-face
or
Online in real-time



Dates

Browse available
[course dates](#)

Intended audience

This course is for professionals responsible for planning, coordinating or delivering projects and business improvement initiatives in their organisation. It applies across structured and fast-moving project environments, including engineering, construction, health, education, government, commercial and non-profit sectors.

- Project managers looking to strengthen delivery across the full project lifecycle
- Experienced 'Accidental' project managers managing projects without formal training
- Team leaders, supervisors and business leaders responsible for complex project outcomes
- Project coordinators, business analysts and subject matter experts supporting project delivery
- Change leaders, managers and support staff involved in organisational initiatives and formal change processes
- Professionals responsible for planning, governance, risk and stakeholder management



Upon completion

Every participant receives a University of Sydney statement of completion.



Outcomes

By the end of this course, you should be able to:

- analyse a business case and benefits as inputs to the project scope
- develop a project charter, including definition of benefits, objectives, success measures and deliverables
- identify stakeholders to define a project scope
- meaningfully engage with stakeholders to define fitness for purpose and develop requirements in a quality plan
- develop a WBS, scope statement, requirements traceability matrix, configuration management
- ensure requirements flow through to statement of work through appropriate procurement strategies
- apply integrated change control methods to control or change scope after project commencement
- describe the role of projects in supporting benefits realisation at a program, portfolio and organisational level.
- allocate work to resources
- apply scheduling tools, including defining your critical path
- apply estimation techniques to define a project budget and schedule
- prepare a project cost estimate and budget
- describe earned value management techniques to develop an integrated baseline and track progress, performance and forecast completion date and cost
- apply risk management techniques and integrate risk treatments into the project plan
- build a project team
- empower individuals and teams to get the best results including creating an environment for psychological safety
- apply different leadership styles to suit different project phases and contexts
- develop communication, facilitation and negotiation skills to more effectively engage with people
- develop an awareness of psychological models and EQ Frameworks for consideration in future professional development.



Content

Module 1: Scoping a project

Strategy & business benefits

- An overview of projects and project management
- Context and business benefits or outcomes

Initiating a project

- Aligning scope with strategy and benefits
- Identifying and engaging stakeholders
- Reviewing project governance requirements
- Preparing the project charter

Engaging stakeholders in scope definition

- Defining stakeholders
- Levels of stakeholder engagement
- Stakeholder mapping
- Understanding stakeholder communication requirements

Develop scope & requirements

- Scoping terminology and approaches to scoping
- Developing requirements, including traceability matrix and configuration management
- Creating a scope statement
- Developing a work breakdown structure
- Saving a scope baseline

Controlling changes to scope

- Delivering on requirements using a project plan
- Integrated change control approaches and change requests
- Benefits realisation

Module 2: Technical skills

Planning a project

- Preparing a project schedule and budget
- Estimation techniques
- Identifying, recording and evaluating risks
- Building risk treatments and contingency into your project plan



Content contd...

Module 2: Technical skills

Monitoring and controlling a project

- Measuring project performance
- Earned Value Management
- Integrated performance baseline
- Effective status reports

Even more

- Tips for project success, including what not to do
- Exploring advanced tools, beyond the course
- Content aligned to the latest project management theory including PMBOK Edition 8, and Artificial Intelligence (AI)

Module 3: Forming and leading teams

Forming and leading teams

- Team roles that may exist on your projects
- Building high-performing teams
- Adaptive leadership approaches
- Motivating the team
- Embracing diversity on projects

Leading others

- Personality traits, learning styles and leadership styles
- Adaptive approaches for effective stakeholder engagement
- International standards for leadership and emotional intelligence

Managing relationships

- Stakeholder analysis techniques, including network thinking, stakeholder dynamics and relationships
- Tailoring communications for audience and purpose
- Facilitation techniques for running effective meetings and workshops
- Negotiation techniques and conflict resolution



“I really enjoyed this course; it was engaging, practical, and well-structured. The content was easy to follow. I especially appreciated how the instructor explained concepts clearly and encouraged participation. Highly recommend!”

Sara Shaeri Karimi



Delivery style

This three-day course focuses on experiential learning. Content is broken into 10-15 minute blocks and immediately followed by group activities that put theory into practice.

A range of interactive methods will be used including:

- storytelling and the use of professional examples to exhibit concepts
- self-reflection and group discussions
- case studies where the concepts are actively applied
- individual and team-based activities and presentations
- suggested readings to support continued learning after the course.

Materials

You will receive:

- online course materials with case study activities
- an online project management toolkit with templates.

What you need to do before the course

Please complete the Communication and Learning Styles Questionnaire using the PDF document below. The results from this questionnaire are important to parts of the course and must be completed prior to Module 3.

[Communication and Learning Styles Questionnaire](#)

Please bring your laptop to class to access the course learning materials.



Organisational training and development

This course can be delivered as a private session for groups of six or more, and tailored to meet the needs of your business. Contact us to discuss our range of organisational training solutions.

[Learn more](#)



THE UNIVERSITY OF
SYDNEY

We recognise and pay respect to the Elders and communities – past, present, and emerging – of the lands that the University of Sydney's campuses stand on. For thousands of years they have shared and exchanged knowledges across innumerable generations for the benefit of all.

Empower ambition,
inspire leadership

For more information

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