

PROJECT EXCELLENCE PREPARATION (PEP) ASSESSMENT TRAINING

Stockholm, Sweden, 14-16 November 2017

Dates in 2018:

6-8 February, 24-26 April, 12-14 September and 6-8 November

'Learning to assess projects: a toolbox for continuous improvement'

*Based the Project Excellence Preparation (PEP) framework
derived from the IPMA Project Excellence Baseline*

- Venue: Svenskt Projektforum
Svärdvägen 9, 182 33 Danderyd, Stockholm (metro station Mörby C)
- Time: 10:00 - 17 (Day 1), 09:00-17:00 (Day 2) + optional networking meeting
for PEP assessors 17:00-20:00 (day 2) and 09:00-16:00 (Day 3)
- Language: English
- Participants: Professionals interested to:
- learn how an assessment tool can bring them most valuable insights into the strengths and weaknesses of their projects;
 - learn how to coach on-going projects on gradual improvement activities

The training can help you:

- Discover and learn how to use the assessment model
(using the IPMA Project Excellence Model for Project Excellence Preparation assessments)
- Develop your ability to independently assess project quality
- Adapt the assessment process to your own organisation or environment
- Exchange experience with other project experts
- Get information and experience from a large number of international projects that have been assessed over the last 15 years
- In case you intend to make an entry with one of your projects for the IPMA project excellence award, learn how to best prepare and show case your work

About the IPMA Project Excellence Model for Project Excellence Preparation assessments

- Introduction: setting the stage by positioning PEP within the overall framework of IPMA baselines (Project Excellence Baseline/PEB, Organisational Competence Baseline/OCB and Individual Competence Baseline/ICB)
- The IPMA PEB and the Project Excellence Model
- The PEP as a practical application of PEB in order to improve on-going projects

Agenda for a 3-day training:

The training is designed as an interactive event where you expand your skills through the new knowledge the trainers share with you, the practical exercises you are invited

to do as well as through peer-to-peer exchange on the assessments you conduct during the training. Workshop after workshop you grow the necessary understanding and skills to perform a fully fledged assessment. You also acquire new tools for your day-to-day operations, helping you to create sustainable project competencies for your personal and professional development.

Workshop 1: *Self-assess your project leadership skills*

Criteria A1a "Leadership: Role model for excellence"

Workshop 2: *Give qualified feedback on project leadership to project managers*

Criteria A1a "Leadership: Role model for excellence"

Workshop 3: *Assess and build consensus as part of a team of assessors*

Criteria A1b "Leadership: Managing project stakeholders"

Workshop 4: *Perform a site visit and search for evidences*

Criteria A2a "Objectives & Strategy: stakeholder management"

Workshop 5: *Draft QUALIFIED and ESSENTIAL feedback*

Criteria B1 "Project management processes"

Workshop 6: *Suggest lasting improvements*

C1a "Customer satisfaction"

Workshop 7: *Conduct a full assessment including benchmarking*

Learn to assess the level of excellence (0-100%) for a finished project similar to an IPMA PE Award assessment

Closure: review the learning, insights and next steps

NB Workshop 1-6 use 3 questions each. Workshop 7 is a full assessment.