

Value-Added Project Auditing

Target Audience: Internal Auditors, Information Risk Managers, Project Co-ordinators, Project Management Officers and similar roles that need tools and techniques in appraising a project's performance.

Key Learning Outcomes

- Learn how to appraise a project's performance and make recommendations for project improvements.
- Practice using the tools and techniques on actual project case studies.
- Know how to add value in a project audit whilst remaining independent and objective.
- Develop your ability to play an active role in uplifting your organisation's project management capability.

Course Delivery

- ✓ Theory: Latest best practice
- ✓ Team discussions
- ✓ Individual and group exercises
- ✓ Case studies
- ✓ Technique application practice
- ✓ Personal action planning

Course Outline

MORNING SESSION

Project Management Fundamentals

- The Project Management Life Cycle
- Overview of Popular Project Management Methods
- Why Projects Fail

Conducting a Project Audit

- Types of Project Audit
- Timing the Review to Add Most Value
- Preparing your Project Audit Plan
- Essential Project Metrics and Reports to Review
- Who to Interview
- Documenting your Findings

AFTERNOON SESSION

Reporting Findings and Recommendations

- Structuring and Presenting your Report
- Handling Objections
- Reviewing the Risk Profile

Adding Value

- Assessing Project Management Capability Maturity
- Maintaining Independence and Objectivity While Adding Value to the Project
- Follow-up and Ongoing Review
- Personal Action Planning

Pre-Course Work: Completion of Pre-Course Questionnaire

Course Material: Includes facilitator's slides, exercise worksheets, background reading/articles and recommended books

Ideal Number of Participants: 9

Maximum: 12

Minimum: 4