

Project Stocktake, Training and System Development

Context

The client is a company in the public sector with a large member base. Each year this company takes on many diverse projects. Agnition was hired to provide a comprehensive and customised Project Management System for the client and to train all staff in its use.

Project Details

Duration 20 Days

- Objectives**
- Conduct a **Project Stocktake** to assess the current Project Management capabilities – review existing projects, identify strengths and weaknesses and recommend key areas for improvement.
 - Rollout training in project management using the **EPICWay® to Manage Projects**
 - Develop a **Project Management System** that ensures consistency of approach across all projects, enhance delivery and provide a quick overview of all projects at any time.

Deliverables **Project Kick Off** – met with all participants introducing both Agnition and Project Management with an explanation of the Charter.

Project Stocktake – this involved interviewing all project managers to assess how things were done in the organisation, what worked, what didn't. This allowed Agnition to write a Findings Report which was presented to the company, this outlined under the headings of **Evaluation, Planning, Implementation** and **Completion** what the strengths and weaknesses were in the current system and what improvements could be made.

Project Management Training – this workshop was carried out to train all employees in the **EPICWay® to Manage Projects**. This system is easily adapted to both the organisation and projects whether they are small, large, department specific or company wide. The **EPICWay® to Manage Projects** programme is both theory and practice based. This means that all participants bring a project with them to work on over the duration of the course – this means that everyone has a working completed **Project Charter** by the end of this training course.

The final stage was the development and roll-out of a customised **Project Management System** – this involved developing and designing a system specific to the clients' requirements.

Guidelines, Procedures, templates and tools were designed and adapted and implemented within the company.

