

# Advanced Project Management

Hilton Hotel, Warwick

24 October 2019

This course is a useful follow-on from the PPMA 'Project Management' course and is suitable for anyone with experience, or interest, in Project Management that is looking to advance their skills.

It looks at 'Agile PM' processes, Stakeholder Management (especially managing difficult stakeholders) and Task management.

## Topics:

- Agile PM
- Dealing with difficult stakeholders
- Conflict management
- Task management and resourcing
- Motivation and Teamwork
- Benefits Realisation

## Overview:

- Focus on shorter sprints to maximise efficiency
- Improve stakeholder engagement
- Influence and persuade your stakeholders
- Manage and understand conflict
- Ensure that Value is created by your projects

To book please contact **Melanie Foote** on **+44 (0)20 8773 5525**  
or e-mail [melanie.foote@ppma.co.uk](mailto:melanie.foote@ppma.co.uk)

**PPMA Members; £95, Non-members; £295**

**\* EXCEPTIONAL DISCOUNTS FOR MEMBERS \***

# Advanced Project Management

Hilton Hotel, Stratford Road, Warwick CV34 6RE



## COURSE DURATION:

**08:30 - Coffee & Registration**

**Start - 09:00 - 16:30 to include breaks (15 mins morning & afternoon) and lunch (up to 1 hr).**

## BOOKING FORM - 'ADVANCED PROJECT MANAGEMENT'

I would like to register  delegate(s)

<b>COSTS</b>	PPMA Members @ £95 pp	£ <input type="text"/>
	Non-Members @ £295 pp	£ <input type="text"/>
	<b>TOTAL</b>	£ <input type="text"/>
	PLUS VAT @ 20%	£ <input type="text"/>
	<b>TOTAL BOOKING COST</b>	£ <input type="text"/>

**TERMS & CONDITIONS:** Cancellations: If you cannot attend, a substitute delegate may attend in your place provided that written notice is given, or contact the PPMA on 020 8773 8111. Refunds of fees cannot be made unless notice in writing is received a minimum of 10 working days prior to the training course. All cancellations will be subject to a 25% (+VAT) fee to cover administrative expenses.

**Important Note:** This booking form constitutes a legally binding contract. It may be necessary, for reasons beyond the control of the PPMA, to change the content, timing, speakers and/or date of the seminar, course and/or programme.

Company: .....

Address: .....

..... Postcode: .....

Telephone: ..... E-Mail: .....

Booking Authorised By: .....

Delegate 1: ..... Position: .....

Delegate 2: ..... Position: .....

## PAYMENT DETAILS:

**Payment is required prior to the Training day.**

- 1. On Account** - Members can pay by account.
- 2. Credit / Debit Card** - All credit / debit card payments now need to be taken over the phone.

Please contact **Melanie Foote** on **+44 (0)20 8773 5525**

- 3. BACS** - Barclays Bank PLC  
Sort Code: 20-24-61  
Account No: 90721220

- 4. Cheque** (A receipted invoice will be forwarded to your Accounts Dept.)

**Data Protection:** Data supplied is subject to the Data Protection Act 1998 and may be used to supply you with information to your business. Please tick as appropriate.

I do not wish to receive publications or further information from PPMA.   
I prefer not to be contacted by any of the following: Mail  E-mail  Telephone

**Processing & Packaging Machinery Association**

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