



# C RTP Program

## The Program on Program & Project Management (PPTP)

29 November - 12 December 2017 (2 weeks)

AOTS Tokyo Kenshu Center <To Be Determined>

### Key Benefits

- (1) To acquire the fundamental methods and basic application skills of project management used to plan and manage a single project
- (2) To learn the concept of program management at an advanced level which is gaining increasingly important roles for business competitiveness, innovation in a variety of sectors, and sustainability in global competition
- (3) To enable the participants to obtain deeper understanding of roles of project managers and program managers

### Target Participants

Directors, senior managers in companies and/or project leaders or managers who are in a position to manage projects in companies. Managers or staffs of industrial promotion organizations and/or business associations who support local companies in facilitating project management and energy conservation may also be accepted.

### Language

All lectures, discussions, company visits and exercises will be conducted in English.

### Course Features and Contents

#### [Preparatory Step]

Participants will prepare for their presentations on the final day by referring to the descriptions of the "Pre-training Report" and "Questionnaire 2" (e.g., your company's present situation, challenges, problems, and Kaizen numerical targets). Participants thus need to prepare to bring the data and other information used as the basis for identifying the current values and setting the numerical targets written in the forms, before coming to Japan.

#### [Step 1 : INTRODUCTION]

Scan the global and in-country environment as to why we need project and program management and learn the concept of "Low Carbon Society" comprehending such components as saving energy, renewable energy, efficient and environmentally friendly transport systems, green buildings, green construction, resources recycling, low carbon community facilities, green lifestyles, and green environment so that participants can learn program and project management for a consistent business and societal target for the better future in mind.

#### [Step 2 : PROGRAM MANAGEMENT]

Learn the terms, knowledge areas and the integration framework (the methods) of Project Management and its basic application skills which will become the common language in conducting and managing projects. In doing so, participants will gradually form a method for how to apply project management knowledge and skill to introduce low carbon element in its projects.

#### [Step 3 :PROJECT MANAGEMENT]

Learn the concept of Program Management which is a methodology for the conception, formulation, design & structuring, implementation management, and innovative product servicing, of a program, as an organizational vehicle to realize an organization's strategy, formed into a cluster of component projects to deliver management focuses on innovative mechanism creation and realization of high added value in program product.

#### [Step 4 : SUMMARY] Forming Comprehensive Professional P2M Knowledge and Application Skills

Ensure that participants understand what they have learned through the program by way of group workshops based on the respective group's thematic initiatives and by using a comprehension test followed by a discussion session. Participants recognize their own roles in carrying out or implementing Program & Project Management. Also, participants evaluate their own pre-assessed targets on low carbon society components for their own firms against the positive results gained in the training.



**The Program on Program & Project Management (PPTP)  
Tentative Schedule**

Date	Morning Session	Afternoon Session
11/29 (Wed.)	Opening Ceremony / Orientation	INAUGURAL LECTURE: Program & Project Management as 21st Century's Dynamic Management Paradigm & Methodology
11/30 (Thu.)	LECTURE: Project Management (PM1) <input type="checkbox"/> Overall Process Flow, Deployment Environment, Required Resources, Outcome of Project Management <input type="checkbox"/> Project Management Lifecycle Perspectives and Setting the Project Mission and Objectives	EXPERT LECTURE (EL1) : <input type="checkbox"/> Concept of and Practices on Global Warming Adaptation and the Low Carbon Society
12/1 (Fri.)	LECTURE & EXERCISE: Project Management (PM2) <input type="checkbox"/> Project Scope Management <input type="checkbox"/> Project Schedule Management	PROJECT COMPANY VISIT: Theme – Japanese Company's Energy Innovation; visit to one from among global engineering companies, energy project companies
12/2 (Sat.)	Days off	
12/3 (Sun.)		
12/4 (Mon.)	EXPERT LECTURE (EL2) : <input type="checkbox"/> Theories and Research on Global Warming Adaptation (lecture and discussions)	LECTURE : Project Management (PM3) <input type="checkbox"/> Project Cost Management <input type="checkbox"/> Project Quality Management <input type="checkbox"/> Project Integration Management
12/5 (Tue.)	GROUP WORKSHOP: <input type="checkbox"/> Project Planning exercise along the instructor given exercise template on a group proposed project theme, e.g. an energy saving/energy conversion/resources saving projects, green innovation projects, affordable social innovation projects in community.	
12/6 (Wed.)	LECTURE & EXERCISE: Program Management (PGM1) <input type="checkbox"/> P2M Program Management Methodology Created by Japan for Linking Organizational Strategy into High-Value Added, Innovation, and Sustainability Programs (and Projects)	
12/7 (Thu.)	LECTURE: Program Management (PGM2) <input type="checkbox"/> Management Domains Supporting Program Management <input type="checkbox"/> Systems theory for program and project management <input type="checkbox"/> Finance for program & project materialization <input type="checkbox"/> Risk management <input type="checkbox"/> Management by value (value-based management)	PROJECT CASE VISIT: Visit to an Office of Major General Construction Company which has attained a "Zero-Energy Building" (ZEB), the state of futuristic buildings in the sustainability era
12/8 (Fri.)	LECTURE: Expert Lecture (EL3) <input type="checkbox"/> Cases of Sustainable City in Japan and an South East Country – concept, planning approach, and actual state	PANEL DISCUSSION: Common Theme: Current State and To-Be State of Your Country's Carbon Reduction and Low Carbon Society Building as Global Warming Adaptation
12/9 (Sat.)	Days off	
12/10 (Sun.)		
12/11 (Mon.)	GROUP WORKSHOP: Program Management Workshop	
12/12 (Tue.)	Final Report Presentation	Closing Ceremony

*— Part of the participation expenses will be covered by subsidy from the Japanese government —*

Visit [http://www.hidajapan.or.jp/jp/ikusei/management/files/17pptp\\_e.pdf](http://www.hidajapan.or.jp/jp/ikusei/management/files/17pptp_e.pdf) for the Program Outline and Participation Requirement

**Application Deadline: 19 September 2017 (Tue)**