



Change Management Workshop Content - (1CMG_v1.0)

The objective of this workshop is to provide participants with theoretical and practical knowledge of Change Management as per the *1 Project Management Institutes (PMI®) *2 Project Management Body of Knowledge (PMBOK®).

This workshop covers the essential building blocks required for successful change management.

The workshop includes interactive case studies and exercises to ensure that participants learn the practical application of the PMBOK® theory.

The workshop will cover the following topics:

Introduction to Change Management Theory

The language and characteristics of change management
Where change occurs in the Project life cycle
Benefits of standard change management process

Identifying Common Areas of Change

Identify which areas of any given project where changes are most likely to occur.
Triple constraint change management.
Change control during project implementation.

Stakeholder Management

Stakeholder identification.
Stakeholder expectation management.

Standardised Change Process

Utilise a consistent best practice change management process.
Change Control Board.

Requirements Management

Learn techniques to identify what is critical and what is not.
Importance of change control in requirements management.
Requirements agreement and freeze processes.

Risk Management

Analyse how change management and risk management overlap.

Documentation

Discuss what is effective and efficient documentation regarding change.

Learning Method

Participants participate in numerous practical activities and exercises to ensure a sound understanding and application of the core concepts and terminologies.
The facilitator & the participants take joint responsibility for learning.

Special Features

Workgroup Management Pty. Ltd.
ABN 13086267281
P.O. Box 653, Broadway
NSW 2007, Australia
Tel 02 8005 0419
info@workgroup-aus.com

This workshop can be facilitated using your own project as a case study, therefore utilising best practice project management practices, tools and techniques to kick off your project.

An interactive technique (Nominal Group Technique - NGT) is used at the end of the day to compile a prioritised lessons learned list of the knowledge, tools and techniques viewed by the class to provide maximum return in the workplace. This has proven to be a very useful input into various organisations' project management capability development programs.

*1 PMI® is a service and trademark of the Project Management Institute, Inc

*2 PMBOK® is a service and trademark of the Project Management Institute, Inc

*3 PMP® is a service and trademark of the Project Management Institute, Inc