Haward Technology Middle East

COURSE OVERVIEW PM0064
Project Risk Manager Essentials

Course Title
Project Risk Manager Essentials

Course Date/Venue
November 17-21, 2024/Boardroom 1, Elite Byblos Hotel Al Barsha, Sheikh Zayed Road, Dubai, UAE

Course Reference
PM0064

Course Duration/Credits
Five days/3.0 CEUs/30 PDHs

Course Description

This practical and highly-interactive course includes various practical sessions and exercises. Theory learnt will be applied using our state-of-the-art simulators.

This course is designed to provide participants with a detailed and up-to-date overview of Project Risk Manager Essentials. It covers the basics of risk management and the key principles of risk management practices; the risk management processes including planning, identification, analysis, response planning and monitoring and control; the project management framework and the tools and techniques for risk identification; the qualitative risk analysis, quantitative risk analysis, risk assessment matrix and the risk data quality assessment; the tools for risk analysis and the risk response strategies for threats and opportunities; and developing an effective risk management plan and implementing risk response plans.

During this interactive course, participants will learn the role of contingency planning and reserves in risk management; the strategies for communicating risk management plans and updates to stakeholders; monitoring and controlling risks; the effective risk reporting and monitoring key risk indicators (KRIs); conducting risk reviews and audits to access the effectiveness of risk managements process; managing the project and their impact on risk management; adapting risk management practices for agile projects environments; the emerging risks and trends in project management; assessing an organization's risk management maturity; and the ethical consideration and professionalism in risk management.

Course Objectives

Upon the successful completion of this course, each participant will be able to: -

- Apply and gain an in-depth knowledge on project risk management

- Discuss the basics of risk management and the key principles of risk management practices

- Carryout risk management processes including planning, identification, analysis, response planning and monitoring and control

- Recognize project management framework and the tools and techniques for risk identification

- Employ qualitative risk analysis, quantitative risk analysis, risk assessment matrix and risk data quality assessment

- Identify the tools for risk analysis and apply risk response strategies for threats and opportunities

- Develop an effective risk management plan and implement risk response plans

- Recognize the role of contingency planning and reserves in risk management

- Implement strategies for communicating risk management plans and updates to stakeholders

- Monitor and control risks, apply effective risk reporting and identify and monitor key risk indicators (KRIs)

- Conduct risk reviews and audits to access the effectiveness of risk managements process

- Manage changes in the project and their impact on risk management

- Adapt risk management practices for agile project environments

- Discuss the emerging risks and trends in project management

- Assess an organization's risk management maturity and apply ethical consideration and professionalism in risk management

Who Should Attend

This course provides an overview of all significant aspects and considerations of project risk management for project managers, risk managers, risk analysts, engineers, supervisors and other technical staff.

Exclusive Smart Training Kit - H-STK®

Participants of this course will receive the exclusive "Haward Smart Training Kit" (H-STK®). The H-STK® consists of a comprehensive set of technical content which includes electronic version of the course materials, sample video clips of the instructor's actual lectures & practical sessions during the course conveniently saved in a Tablet PC.

Course Certificate(s)

Internationally recognized certificates will be issued to all participants of the course who completed a minimum of 80% of the total tuition hours.

Certificate Accreditations

Certificates are accredited by the following international accreditation organizations: -

- **The International Accreditors for Continuing Education and Training (IACET - USA)**

  Haward Technology is an Authorized Training Provider by the International Accreditors for Continuing Education and Training (IACET), 2201 Cooperative Way, Suite 600, Herndon, VA 20171, USA. In obtaining this authority, Haward Technology has demonstrated that it complies with the **ANSI/IACET 2018-1 Standard** which is widely recognized as the standard of good practice internationally. As a result of our Authorized Provider membership status, Haward Technology is authorized to offer IACET CEUs for its programs that qualify under the **ANSI/IACET 2018-1 Standard**.

  Haward Technology's courses meet the professional certification and continuing education requirements for participants seeking **Continuing Education Units** (CEUs) in accordance with the rules & regulations of the International Accreditors for Continuing Education & Training (IACET). IACET is an international authority that evaluates programs according to strict, research-based criteria and guidelines. The CEU is an internationally accepted uniform unit of measurement in qualified courses of continuing education.

  Haward Technology Middle East will award **3.0 CEUs** (Continuing Education Units) or **30 PDHs** (Professional Development Hours) for participants who completed the total tuition hours of this program. One CEU is equivalent to ten Professional Development Hours (PDHs) or ten contact hours of the participation in and completion of Haward Technology programs. A permanent record of a participant's involvement and awarding of CEU will be maintained by Haward Technology. Haward Technology will provide a copy of the participant's CEU and PDH Transcript of Records upon request.

- **British Accreditation Council (BAC)**

  Haward Technology is accredited by the **British Accreditation Council** for **Independent Further and Higher Education** as an **International Centre**. BAC is the British accrediting body responsible for setting standards within independent further and higher education sector in the UK and overseas. As a BAC-accredited international centre, Haward Technology meets all of the international higher education criteria and standards set by BAC.

Accommodation

Accommodation is not included in the course fees. However, any accommodation required can be arranged at the time of booking.

Course Instructor(s)

This course will be conducted by the following instructor(s). However, we have the right to change the course instructor(s) prior to the course date and inform participants accordingly:

Dr. Chris Le Roux, PhD, MSc, BSc, PMI-PMP is a **Senior Project & Management Consultant** with over **45 years** of teaching, training and industrial experience. His expertise lies extensively in the areas of **Project & Contracts** Management Skills, **Project & Construction** Management, **Project** Planning, Scheduling & Control, **Project** Management, Project Delivery & Governance Framework, **Project** Management Practices, **Project** Management Disciplines, **Project Risk** Management, **Risk** Identification Tools & Techniques, **Project** Life Cycle, **Project Stakeholder** & Governance, **Project Management** Processes, **Project Integration** Management, **Project** Management Plan, **Project Work** Monitoring & Control, **Project Scope** Management, **Project Time** Management, **Project Cost** Management, **Project Quality** Management, **Quality** Assurance, **Project Human Resource** Management, **Project Communications** Management, **Contract** Management, **Tender** Development, **Contract** Standards & Laws, **Dispute Resolution** & **Risk** Identification, Myers-Briggs Type Indicator (**MBTI**), **Organization** Development Consultation, Advanced Debriefing of **Emotional** Trauma, **Interpersonal Motivation**, **Model Based Interviewing**, **Leadership Orientation** Programme, **Coaching & Motivation**, **Creative Thinking & Problem-Solving** Techniques, **Emotional Intelligence**, **Presentation** Skills, **Communication & Interpersonal** Skills, Effective **Communication & Influencing** Skills, Effective **Business Writing Skills**, **Writing** Business Documents, **Business Writing** (Memo & Report Writing), **Leadership & Team Building**, Psychology of **Leadership**, **Interpersonal Skills & Teamwork**, **Coaching & Mentoring**, **Innovation & Creativity**, **Office Management & Administration** Skills, Controlling Your **Time & Managing Stress**, **Crisis** Management, Strategic **Human Resources** Management, **Change** Management, **Negotiation** Skills, **Strategic Planning**, **Risk** Analysis & Risk Management, Global Diverse & Virtual Teams Operation, Exceeding **Customer** Expectations, **Corporate Governance** Best Practice, **Business Performance** Management & Improvement, Building Environment of **Trust & Commitment**, **Win-Win Negotiation** Strategies, **Quality Improvement & Resource** Optimization, Neuro Linguistic Programming (**NLP**), **Personal Resilience** Developing, Effective Role Modelling & Development, Managing Dynamic Work Environments, Organizational Development, **Career** Management, Situation & Behaviour Analysis, Interpersonal **Motivation** Skills, **Inventory** Management and **Financial** Administration. Further, he is also well-versed in Water Supply System Security, Vulnerability & Terrorism, Integrated Security Systems, Incident Threat Characterization & Analysis, Physical Security Systems, Security Crisis, Security Emergency Plan, Command & Control System, Preventive Actions and Situation Analysis. He was the **Psychologist** & **Project Manager** wherein he was responsible in the project management and private psychology practices.

During his career life, Dr. Le Roux has gained his academic and field experience through his various significant positions and dedication as the **Director**, **Medico Legal Assessor Psychologist**, **Training & Development General Manager**, **Project Manager**, **Account Manager**, **Commercial Sales Manager**, **Manager**, **Sales Engineer**, **Project Specialist**, **Psychology Practitioner**, **Senior HR Consultant**, **Senior Lecturer**, **Senior Consultant/Trainer**, **Business Consultant**, **Assistant Chief Education Specialist**, **ASI Coordinator**, **Part-time Lecturer/Trainer**, **PMP & Scrum Trainer**, **Assessor & Moderator**, **Team Leader**, **Departmental Head**, **Technical Instructor/Qualifying Technician**, **Apprentice Electrician: Signals** and **Part-Time Electrician** from various companies and universities such as the South African Railway (SAR), Department of Education & Culture, **ESKOM**, Logistic Technologies (Pty. Ltd), Human Development: Consulting Psychologies (HDCP) & IFS, Mincon, Eagle Support Africa, Sprout Consulting, UKZN, Grey Campus, Classis Seminars, CBM Training, just to name a few.

Dr. Le Roux has a **PhD** in **Commerce Major** in **Leadership** in **Performance & Change**, a **Master's** degree in **Human Resource Management**, a **Bachelor's** degree (with Honours) in **Industrial Psychology**, a National Higher Diploma and a National Technical Diploma in **Electrical & Mechanical Engineering**. Further, he is a **Certified Project Management Professional** (**PMI-PMP**), a **Certified Scrum Master Trainer** by the VMEdu, a **Certified Instructor/Trainer** and a **Certified Internal Verifier/Assessor/Trainer** by the **Institute of Leadership & Management** (**ILM**). Moreover, he is a **Registered Industrial Psychologist** by the Health Professions Council of South Africa (HPCSA), a **Registered Educator** by the South African Council for Educators (SACE) and a **Registered Facilitator**, **Assessor & Moderator** with Education, Training and Development Practices (ETDP) SETA. He has further delivered numerous trainings, courses, seminars, conferences and workshops globally.

Training Methodology

All our Courses are including **Hands-on Practical Sessions** using equipment, State-of-the-Art Simulators, Drawings, Case Studies, Videos and Exercises. The courses include the following training methodologies as a percentage of the total tuition hours:-

30% Lectures
20% Practical Workshops & Work Presentations
30% Hands-on Practical Exercises & Case Studies
20% Simulators (Hardware & Software) & Videos

In an unlikely event, the course instructor may modify the above training methodology before or during the course for technical reasons.

Course Fee

US$ 5,500 per Delegate + **VAT**. This rate includes H-STK® (Haward Smart Training Kit), buffet lunch, coffee/tea on arrival, morning & afternoon of each day

Course Program

The following program is planned for this course. However, the course instructor(s) may modify this program before or during the course for technical reasons with no prior notice to participants. Nevertheless, the course objectives will always be met:

Day 1:   *Sunday, 17th of November 2024*

0730 – 0800	Registration & Coffee
0800 – 0815	Welcome & Introduction
0815 – 0830	**PRE-TEST**
0830 – 0930	**Introduction to Risk Management:** The Basics of Risk Management in the Context of Projects
0930 - 0945	Break
0945 – 1030	**Principles of Risk Management:** Key Principles Guiding Effective Risk Management Practices
1030 – 1130	**Risk Management Processes:** Overview of the Risk Management Process, including Planning, Identification, Analysis, Response Planning & Monitoring & Control
1130 – 1230	**Project Management Frameworks:** How Risk Management Fits within Various Project Management Frameworks like PMBOK, PRINCE2, & Agile
1230 – 1245	Break
1245 – 1330	**Tools & Techniques for Risk Identification:** Exploring Different Tools & Techniques for Identifying Risks, including Brainstorming, Interviews, & SWOT Analysis
1330 - 1420	**Case Study Analysis:** Participants will Analyze a Case Study to Identify Potential Project Risks
1420 - 1430	**Recap**
1430	Lunch & End of Day One

Day 2:   *Monday, 18th of November 2024*

0730 – 0830	**Qualitative Risk Analysis:** Understanding & Applying Qualitative Risk Analysis Methods to Prioritize Risks
0830 – 0930	**Quantitative Risk Analysis:** Introduction to Quantitative Risk Analysis Methods, including Expected Monetary Value Analysis, Monte Carlo Simulations & Decision Tree Analysis

0930 – 0945	Break
0945 – 1100	**Risk Assessment Matrix:** *How to Develop & Use a Risk Matrix to Assess & Prioritize Risks*
1100 – 1230	**Risk Data Quality Assessment:** *Ensuring the Quality of Risk Data for Analysis*
1230 – 1245	Break
1245 – 1330	**Tools for Risk Analysis:** *Overview of Software & Tools Used in Risk Analysis*
1330 - 1420	**Group Exercise:** *Participants will Conduct a Risk Analysis on a Hypothetical Project*
1420 - 1430	**Recap**
1430	*Lunch & End of Day Two*

Day 3:   **Tuesday, 19th of November 2024**

0730 – 0830	**Risk Response Strategies:** *Detailed Exploration of Risk Response Strategies for Threats & Opportunities (Avoid, Transfer, Mitigate, Accept, Exploit, Enhance, & Share)*
0830 - 0930	**Developing a Risk Management Plan:** *Steps to Develop an Effective Risk Management Plan*
0930 – 0945	Break
0945 – 1100	**Risk Response Implementation:** *Best Practices for Implementing Risk Response Plans*
1100 – 1230	**Contingency Planning & Reserves:** *The Role of Contingency Planning & Reserves in Risk Management*
1230 – 1245	Break
1245 - 1330	**Stakeholder Communication:** *Strategies for Communicating Risk Management Plans & Updates to Stakeholders*
1330 - 1420	**Workshop:** *Participants will Develop Risk Response Plans for Case Study Projects*
1420 - 1430	**Recap**
1430	*Lunch & End of Day Three*

Day 4:   **Wednesday, 20th of November 2024**

0730 – 0830	**Monitoring & Controlling Risks:** *Techniques & Tools for Monitoring Identified Risks & Identifying New Risks*
0830 – 0930	**Risk Reporting:** *Effective Risk Reporting Formats & Frequency for Different Stakeholders*
0930 – 0945	Break
0945 – 1100	**Key Risk Indicators (KRIs):** *Identifying & Monitoring KRIs*
1100 – 1230	**Risk Reviews & Audits:** *Conducting Risk Reviews & Audits to Assess the Effectiveness of Risk Management Processes*
1230 – 1245	Break
1245 – 1330	**Change Management in Risk Management:** *Managing Changes in the Project & Their Impact on Risk Management*
1330 - 1420	**Interactive Session:** *Role-Playing Exercise on Risk Monitoring & Reporting*
1420 - 1430	**Recap**
1430	*Lunch & End of Day Four*

Day 5:   **Thursday, 21st of November 2024**

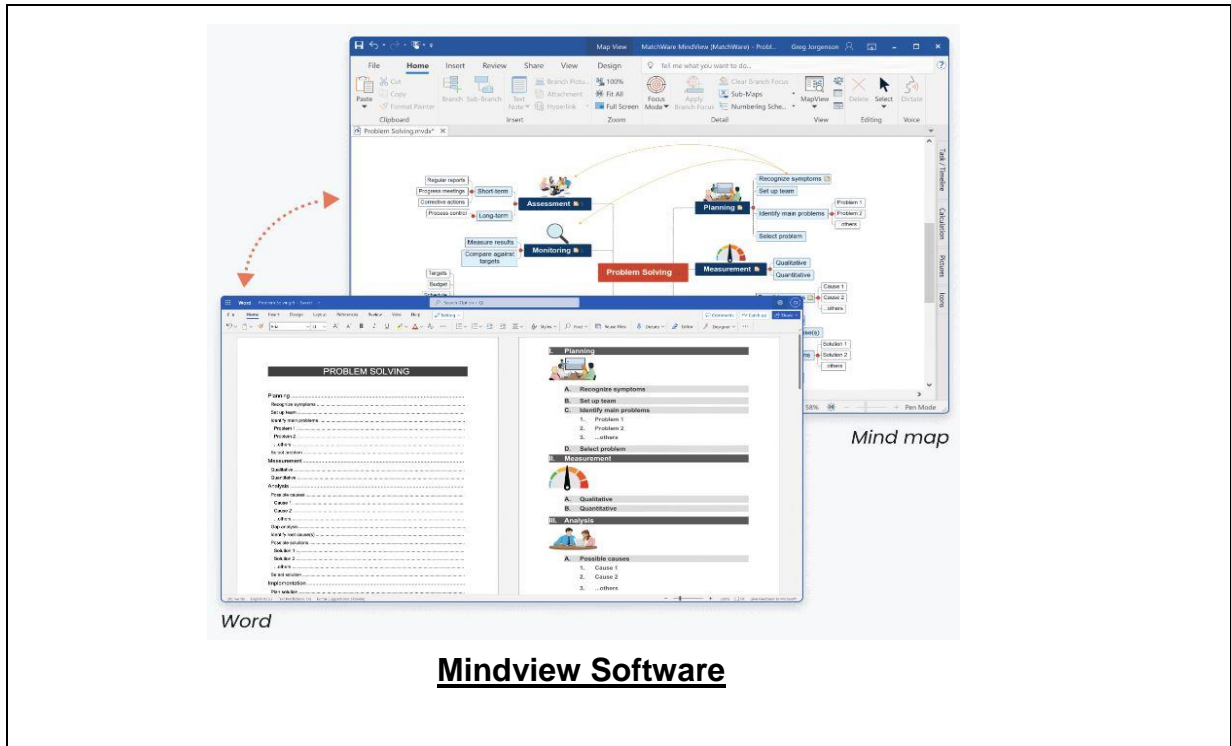| 0730 – 0830	**Risk Management in Agile Projects:** *Adapting Risk Management Practices for Agile Project Environments*
0830 – 0930	**Emerging Risks & Trends:** *Discussion on Emerging Risks & Trends in Project Management, Such as Cybersecurity Risks*

0930 – 0945	*Break*
0930 – 1100	**Risk Management Maturity Models:** *Understanding & Assessing an Organization's Risk Management Maturity*
1100 – 1230	**Ethics & Professionalism in Risk Management:** *Ethical Considerations & Professionalism in Project Risk Management*
1230 – 1245	*Break*
1245 - 1345	**Case Study Presentation**: *Participants Present Their Group Project Risk Management Plans & Receive Feedback*
1345 - 1400	**Course Conclusion**
1400 – 1415	**POST-TEST**
1415 – 1430	*Presentation of Course Certificates*
1430	*Lunch & End of Course*

Simulator (Hands-on Practical Sessions)

Practical sessions will be organized during the course for delegates to practice the theory learnt. Delegates will be provided with an opportunity to carryout various exercises using our state-of-the-art "MS Project" and "Mindview Software".

Mindview Software

Course Coordinator

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