



# International Institute for Executive Training

This course has been fully accredited by a UK recognized awarding organization.

## Certified Lean Project Management Professional (LPMP)<sup>TM</sup>



### Program Overview

Do you want your project to succeed?... Of course you do! The Success of project depends on adapting to the quickly changing business environments. Lean, a continuous improvement method of processes and operational management, has proven to be an effective way to tackle this challenge.

Lean Project Management is the application of lean thinking in project management, it tends to focus project managers toward creating value and eliminating waste. By learning to apply lean methodology to project management you will be able to improve the productivity of your projects. (Let's face it...you are only as good as your last project.)

This interactive course will explore the pitfalls of project management and demonstrate how Lean can help your organization solve both technical and human challenges of sustainable projects and will improve the project management processes and mindsets alike. We will explore the lean aspect of project management through a series of dynamic presentations, cutting edge videos, exciting group activities, and real-world applicable case studies.



The iIET is recognized by SHRM to offer Professional Development Credits (PDCs) for the SHRM-CP<sup>SM</sup> or SHRM-SCP<sup>SM</sup>

The iIET programs have been fully accredited by Qualifi, an official UK Government recognized awarding body.

## Benefits of an Internationally Accredited Certification

- Our accredited courses have been independently assessed to ensure a **consistent and high quality** service.
- Our accreditation provides proof that we comply with **industry best practices**.
- Our accreditation demonstrates that our presenters have **vast technical knowledge and experience**.
- Studies have shown that individuals that attain international accreditation/certification are more likely to achieve **higher salaries** and be **promoted** over those individuals that are not.

## Key Takeaways



1. Apply the lean process and toolkit to all aspects of the project life cycle.



2. Discover how to make their teams more effective using fewer resources.



3. Identify non-essential project elements in order to eliminate bottlenecks and improve productivity.



4. Apply lean methods to the traditional project management toolkit



5. Use key lean measurement and monitoring tools such as balanced scorecards, 5S, root cause analysis, value stream mapping, and many more.

## Why People Choose to learn with the iIET...

Our unique approach brings together...

- Internationally recognized accreditation
- latest case studies from the worlds top companies
- most cutting-edge multimedia available



Our course content is designed to fit every learning style and support the non-English speaking audience.

## Who Should Attend This Program

Anyone who is involved in, or affected by, projects or change management within an organization, including

- project managers,
- IT project managers
- project coordinators
- team leaders
- product managers
- program managers
- project team members
- stakeholders
- senior managers

**\*Successful completion of the course makes you a Certified Lean Project Management Professional. You can use the designation of LPMP<sup>™</sup> on your resume and business card.**

## Course Requirements

Delegates must meet the following criteria to be eligible for certificate of completion:

- 1. Attendance** – delegates must attend all sessions of the course. Delegates who miss more than two hours of the course sessions will not be eligible to sit for the Certified Lean Project Management Professional (LPMP) Examination.
- 2. Successful completion of the course work and exam** – Upon completion of this training course you will receive your certificate which has been fully accredited by Qualifi Limited; a UK recognized awarding organization.

- \*Earn Professional Development Units towards maintaining your relevant certification/license.**
- \*Earn PDUs (Professional Development Unit) upon successful completion of this program to maintain your PMI Certification.**
- \* Earn PDC's (Professional Development Credit) upon successful completion of this program toward SHRM.**

## -Topics That Will Be Covered-

### Review of Project Management

- Definition of a project
- Why project management
- Project life cycle
- Key knowledge areas of project management
- Why Project Fail

### Case Study: The Trophy Project

### Lean Project Management

- Applying lean thinking to projects
- The 5 lenses of lean management for project management
- Efficiency and effectiveness of projects
- Lean and the triple constraint of project management

### Project Planning and Estimating

- Defining Scope
- Managing Quality
- Work breakdown structure
- Scheduling techniques
- Budgeting techniques
- Resource allocation techniques
- Earned Value Analysis

### Managing Project Finance

- Project selection approaches
- Decision methodologies (decision trees, NPV, IRR)
- Project evaluation techniques
- Estimation (costs, schedule and requirements)
- Project financing

### Project Risk Management

- Fundamentals of risk (e.g., what is risk?)
- Methods for dealing with risk and uncertainty
- Risk assessment and management process
- Quantitative Risk Management
- Case Study: **Chevron**

### The 5 critical steps of lean management

1. Choose where to focus your efforts
  - **Strategic analysis of operations**
  - **Process maps**
2. Set clear goals and define perfection
  - **Define scope**
  - **Align staff with mission, vision and values**
  - **Assign staff and resources**
  - **Communication plan**
  - **Stakeholder analysis**
3. Monitor progress and hold people accountable
  - **MBO**
  - **KPI**
  - **Performance review**
  - **Leadership**
4. Clear implementation obstacles
5. Celebrate Accomplishments

### Lean Six Sigma

### Case Study: Lean at Portakabin

### Define Phase – How to define the problem.

- Project Charter
- Defining Value: Voice Of the Customer (VOC)
- High Level Process Map: SIPOC

## -Topics That Will Be Covered-

### Measure Phase – How to measure the current process.

- Selecting Measures
- Data Collection
- Capturing Baseline Data

### Analyze Phase – How to identify the cause of the problem.

- Process Analysis
- The Five Whys
- The Fishbone Diagram
- Pareto Charts
- Develop a Hypothesis

### Improve Phase – How to implement and verify the solution.

Optimize Flow

Mistake-Proofing: Poka-Yoke

Visual Management and 5S

### Control Phase – How to maintain the solution.

Process Control Plan

Monitoring and Response Plan

**Case Study: Lean production at Jaguar**

### Change Management

The emotional cycle of change management

- Kurt Lewin's Model of change management: The 3 stages of change
- John Kotter's 8 Step Change Model

**Reading: "Leading Change Why Transformation Efforts Fail"**

### Conflict Management

- Thomas – Kilmann Model of Conflict
- Effective Negotiation techniques

### Stakeholder Management

- Identifying and prioritizing your stakeholders
- The stakeholder management grid
- Project lifecycles and stakeholders analysis
- **Case Study: Kelloggs**

### Communication in Projects

- The role of bad of communication in project failure
- Communication planning
- The 6 keys to an effective communication plan
- The 4 inputs of communication planning
- Communication tools and techniques

## -Topics That Will Be Covered-

### Implementing lean projects

- Putting it all together
- Lean roadmap for the public sector
- Implementation plan

### Case Study: Lean at Portakabin

### Leadership in Lean Project Management

- Special demands on project managers  
Organizational structure (teams and team development)
- Characteristics of a successful lean project manager
- Leadership Styles – The Foundation for Team Effectiveness
- Hershey-Blanchard Model for managing project teams
- What really motivates us?
- Emotional Intelligence

### Group Activity: Johari Window Self-Awareness Activity

### Group Activity: Emotional Intelligence

This course will provide in-depth perspectives  
from the following companies...

