

**2021 AOTS online live seminar [KROP22]**  
**Project Management in a new era, practical training for enhancing your skills and knowledge drastically**

**~For further development of Project Management practitioners~**

Organized by The Association for Overseas Technical Cooperation and Sustainable Partnerships (AOTS)  
Collaborated by AOTS Alumni Societies

**BACKGROUND**

The Association for Overseas Technical Cooperation and Sustainable Partnerships (AOTS) is an organization for human resources development mainly in overseas countries to promote technical cooperation through training, experts dispatch and other programs. Through those programs, we aim at contributing to the mutual economic growth of developing countries and Japan as well as enhancing friendly relations among those countries.

The Program on Program & Project Management (PPTP), one of our representative management training programs, has been conducted by AOTS with the subsidy of Japanese Government over the last 12 years, since fiscal year 2009 by receiving over 200 participants who came from 25 different countries all over the world. Conventionally, two week full time curriculum in Japan was allotted for mastering the P2M -A Guidebook of Program and Project Management for Enterprise Innovation which is the framework developed by Project Management Association of Japan (PMAJ) under the grant by the Ministry of Economy, Trade and Industry of Japan (METI). However, due to the global crisis of COVID-19, it has been difficult to invite the participants to Japan since last fiscal year 2020. As an alternative, AOTS held the webinar (online seminar) of PPTP by receiving over 400 participants last fiscal year 2020. On that occasion, AOTS received many requests from the webinar participants for more opportunities of learning and enhancing their skills and knowledge of Project Management to conquer this difficult era. To answer the requests, AOTS asked Dr. Hiroshi Tanaka, Ph.D., Academic Adviser, Founder and ex-President of PMAJ and one of the top leaders in the global project management community to design and implement a two-day intensive online live seminar program in this FY2021 to enable participants to gain experience through interactive learning with the lecturer and fellow participants. Therefore, we are pleased to announce to hold this webinar called "Project Management in a new era, practical training for enhancing your skills and knowledge drastically ~For further development of Project Management practitioners~" for you. We hope that this two-day webinar will be a great opportunity to discover new perspectives of Project Management.

**OUTLINE**

This online seminar addresses project conceptualization, front-end planning, and project management compatible with business and societal requirements in the new era, often referred to as the new normality. Still amid the COVID-19 pandemic, the acronym VUCA spelling out Volatility - Uncertainty - Complexity - Ambiguity characterizes the current world. In the new normality, traditional models of management are partially affected by the politico-socio-economic changes which we are experiencing, and this applies to project management. Also, changes and reframing of the industry and society are certainly increasing need for project management since the mission of project management is to initiate, implement and manage changes from one state to another new state, or from zero to a tangible entity or product.

Founded on the tradition of time-honored AOTS PPTP Training Course on Program and Project Management, this online course provides to the participants a concise, three-hours/a day x two days, live training opportunity concerning the essence of, both project development and project management which enables the participants to experience a reputed Japanese training in a global context from your own office.

## OBJECTIVES

This online course aims to directors, senior managers in companies and/or project leaders or managers who are in a position to plan and/or manage projects to achieve the following goals:

- 1) The training participants will obtain fundamental knowledge and application skill on how to conceive a value-added project (conceptualization); how to formulate and make basic plans of a conceived project (front-end planning); how to evaluate economics of the project being planned before a final investment decision is made (project feasibility study); and how to manage a planned project according to plans set in the front-end planning phase (project management).
- 2) The training participants will be able to refresh or reframe his/her existing knowledge on projects and project management in the new industry or society environment, in terms of expansion of types of projects, necessity on fundamental knowledge of front-end planning, and new project opportunities such as smart application of digital transformation, agile development approach, response to climate change (sustainability projects) and sharing and circular economy.
- 3) The participants will acquire or enhance skill on virtual project communication on a global (multi-country) live environment.

## DATE AND TIME

**Pre-training session: Friday 21, January 2022, 4:00PM-5:00PM (Japan Standard Time -JST)**

**Day1: Wednesday 26, January 2022, 4:00PM-7:00PM (JST)**

**Day2: Thursday, 27, January 2022, 4:00PM-7:00PM (JST)**

\*Please check the webinar start time in your country with **[Table 1] TIME DIFFERENCE WITH JAPAN IN THE TARGET ZONE** or ask it to the AOTS Alumni Society in the leaflet.

## TARGET COUNTRIES

Developing Countries

\*Please refer to **[Table 2] LIST OF TARGET COUNTRIES** for details.

## NUMBER OF PARTICIPANTS

30 participants maximum

## TARGET PARTICIPANTS

Directors, senior managers in companies and/or project leaders or managers who are in a position to plan and/or manage projects in target countries.

### **[Basic Requirements for Participants]**

In order to participate in the management training, the following conditions must be satisfied, in addition to the work experience and position requirements specified for each program.

- a) Participants should live and work in target countries. Japanese is NOT applicable.
- b) Participants should belong to either a corporation or an organization.
- c) Participants should be 20 years old and over.
- d) Participants should have an advanced English language ability sufficient to be able to actively discuss

with the instructor and fellow participants.

- e) Although applicants from IT industry and production engineering will be regarded as lower priority because of the curriculum, those engaged in new product development of the manufacturing sector will be welcomed.
- f) Participants should be familiar with basic functions of ZOOM Meeting regarding guest (occasionally co-host) video on/off, mute and unmute, chat, and upload a document to the chat box, and document (PowerPoint) sharing/stop sharing function for communicating with and reporting to the class. A pre-training connection test session organized by AOTS administrators will be available to the registered participants.
- g) Participants should make sure that his/her colleagues or family members (where working at home) do not come near to the participant to avoid howling to the entire class.
- h) Participants should not be armed forces personnel.

\*Please refer to [Table 2] LIST OF TARGET COUNTRIES for details.

## THEME OF THE WEBINAR

1. Environmental scan on projects in the new normality
2. Foundation theories of project management
3. Project development and front-end planning
4. Project management in the implementation stage
5. Agile project management (for information)
6. Wrap-up discussions

## LECTURER

### Main Lecturer

#### **Dr. Hiroshi TANAKA**

**Academic Adviser, Founder and ex-President  
Project Management Association of Japan (PMAJ)**



Dr. Hiroshi TANAKA is Course Director since 2009 for AOTS training programs coded PPTP/PHPP on program and project management. Originally, he spent 42 years at JGC Holdings Corporation, Japan's top and the world's top five global engineering and construction company in oil and gas, chemical, life science, energy transition and infrastructure domains. He is the founder and first president of Project Management Association of Japan (PMAJ), the owner of Japan's program and project management standard "P2M Guidebook". Over the past two decades since 2002, Dr. Tanaka has been time-sharing professor of strategy, project and program management at totally nine graduate schools in France, Ukraine, Russia, Senegal, and Japan. He is the most senior leader in the global project management community and has served as keynote or invited speaker at 165 world/international project management conferences in thirty countries, including the most recent, keynote presentation at IPMA World Congress hosted by Russia in September 2021 with 1,500 delegates from seventy-three countries. He has dozens of governments (five countries), industry, and project management association awards. Professor Tanaka speaks English and Japanese (business language) and understands Spanish, French, and Indonesian. He holds Ph.D. of France in Strategy, Project and Program Management and Dr.PM. Hon. of Ukraine.

**Lecturer**

**Mr. Masatake FUTAMI**



**Workshop Facilitator, Lecturer (Partial)  
Project Management Association of Japan (PMAJ)**

Masatake FUTAMI is self-employed project management consultant, and trainer of project management on an overseas partnership training program of Project Management Association of Japan. He worked for JGC Holdings Corporation (former JGC Corporation), Japan's top and globally top-five EPC Company, for forty years after his MSc. degree. He was engaged in project management ICT system development, project management technology for the company as manager, and since 1997 to March 2021, has been project controls manager on major-sized refinery, natural gas processing and ethylene plant projects, ranging from multi-hundred million to multi-billion US\$ in 13 countries in the Middle East, Asia, Africa, and Latin America and was resident at USA and French partners' offices. He has experience in project management development research at Japanese industry associations during his company employment. Futami holds a BS and MSc. in Systems Engineering from (National) Kobe University.

**LANGUAGE**

The online training course will be conducted in **English**. The lecture materials will also be in **English**.

**PARTICIPATION FEE**

**60USD** This program will be implemented with the subsidy from the Japanese Government.

**HOW TO APPLY**

Contact the AOTS Alumni Society nearby and send the completed application form by email to the person in charge of the Society by the application deadline. After the deadline, AOTS will screen the applicants and select the participants, who will be notified from the AOTS Alumni Society by email.

Please make sure to pay the participation fee to the AOTS Alumni Society by the designated deadline. If the participation fee will not be paid by the webinar day, the eligibility for participation will be cancelled.

If no AOTS Alumni Society exists in an applicant's country (region), please apply through the AOTS Alumni Society in the nearest area.

For the list of AOTS Alumni Societies, please visit <https://www.aots.jp/en/alumni/about/>.

**APPLICATION DEADLINE**

**Wednesday 5th January 2022 (Japan Time)**

\*After the deadline, the applicants will be notified as to whether you are accepted or not by e-mail from the Alumni Society in your area.

## ONLINE TOOL

### Zoom Meeting

\*When selected as a participant by AOTS, you will receive an email which includes the Zoom Meeting link of the program. Please make sure with your company IT administrator that your company network allows the use of ZOOM if you use your company/organization's PC. A private PC with a global e-mail address such as Gmail, Hotmail or Yahoo mail for ZOOM connection purposes is welcome.

\*As a participant, you will be requested to join the pre-training session which will be held on Friday 21st January 2022, by Zoom Meeting. The link for the session will be sent to participants with the Zoom Meeting link of the program.

## NOTES

- ◇ An AOTS course completion certificate will be awarded to participants who have satisfied the AOTS criteria.
- ◇ Attending the webinar in a group is not admitted.
- ◇ Personal information provided by the participants may be used to publicize other AOTS Training Programs and conduct questionnaire surveys based on consent of the participants.
- ◇ Participants shall not reproduce, distribute, or alternate the lecture materials or film the webinar without prior permission from AOTS. Participants are asked to make a pledge not to commit any violation.
- ◇ In the event of an unavoidable accident (war, riot, labor dispute, earthquake, storm, fire, flood, epidemic, etc.) or network / equipment trouble, AOTS may cancel the implementation of the online seminar.
- ◇ Do not transfer the seminar connection information (meeting link/number/password) given to the participants, to others without permission.
- ◇ AOTS will not be held responsible if it becomes difficult for participants to participate in or continue to participate in the online seminar due to an unavoidable accident or network/equipment trouble.

## INQUIRY

The Association for Overseas Technical Cooperation and Sustainable Partnership  
Overseas Cooperation Group  
30-1, Senju Azuma 1-chome, Adachi-ku, Tokyo 120-8534, JAPAN

Tel : 03-3888-8256

Fax : 03-3888-8242

E-mail: [webinar-kaikyo@aots.jp](mailto:webinar-kaikyo@aots.jp)

**[Table 1] TIME DIFFERENCE WITH JAPAN IN THE TARGET ZONE**  
 (Only countries with AOTS Alumni Societies are listed.)

Country (Region)	Time difference with JST ( ) indicates the time difference during daylight savings time.
Mongolia (Ulaanbaatar)	JST - 01:00
Malaysia	JST - 01:00
Philippines	JST - 01:00
Cambodia	JST - 02:00
Indonesia (Jakarta)	JST - 02:00
Thailand	JST - 02:00
Viet Nam	JST - 02:00
Myanmar	JST - 02:30
Bangladesh	JST - 03:00
Nepal	JST - 03:15
India	JST - 03:30
Sri Lanka	JST - 03:30
Pakistan	JST - 04:00
Iran	JST - 05:30 (JST- 4:30)
Georgia	JST - 05:00
Tanzania	JST - 06:00
Ethiopia	JST - 06:00
Kenya	JST - 06:00
Sudan	JST - 06:00
Turkey	JST - 06:00
Egypt	JST - 07:00
Zambia	JST - 07:00
South Africa	JST - 07:00
North Macedonia	JST - 08:00 (JST - 07:00)
Cameroon	JST - 08:00
Nigeria	JST - 08:00
Ghana	JST - 09:00
Argentina	JST - 12:00
Brazil (Sao Paulo, Rio de Janeiro)	JST - 12:00 (JST - 11:00)
Bolivia	JST - 13:00
Paraguay	JST - 13:00 (JST - 12:00)
Venezuela	JST - 13:00
Peru	JST - 14:00
Mexico (Mexico City, Monterrey)	JST - 15:00 (JST - 14:00)

**[Table 2] LIST OF TARGET COUNTRIES**

Applicants should be residing in the following countries.

<b>Asia (24)</b>	<b>Oceania (15)</b>	<b>Middle East (8)</b>	<b>Europe (10)</b>
Afghanistan	Fiji	Armenia	Albania
Bangladesh	Kiribati	Azerbaijan	Belarus
Bhutan	Marshall Islands	Georgia	Bosnia and Herzegovina
Cambodia	Micronesia	Iraq	Kosovo
India	Nauru	Jordan	Moldova
Indonesia	Niue	Lebanon	Montenegro
Iran*	Palau	Syrian Arab Republic	North Macedonia
Kazakhstan	Papua New Guinea	Yemen	Serbia
Kyrgyzstan	Samoa		Turkey
Laos	Solomon Islands		Ukraine
Malaysia	Tokelau		
Maldives	Tonga		
Mongolia	Tuvalu		
Myanmar	Vanuatu		
Nepal	Wallis and Futuna		
Pakistan			
Philippines			
Sri Lanka			
Tajikistan			
Thailand			
Timor-Leste			
Turkmenistan			
Uzbekistan			
Viet Nam			

<b>Africa (54)</b>		<b>Latin America (28)</b>	
Algeria	Liberia	Antigua and Barbuda	Guyana
Angola	Libya	Argentina	Haiti
Benin	Madagascar	Belize	Honduras
Botswana	Malawi	Bolivia	Jamaica
Burkina Faso	Mali	Brazil	Mexico
Burundi	Mauritania	Colombia	Montserrat
Cabo Verde	Mauritius	Costa Rica	Nicaragua
Cameroon	Morocco	Cuba	Panama
Central African Rep.	Mozambique	Dominica	Paraguay
Chad	Namibia	Dominican Republic	Peru
Comoros	Niger	Ecuador	St. Lucia
Congo	Nigeria	El Salvador	St. Vincent and Grenadines
Congo, Dem. Rep.	Rwanda	Grenada	Suriname
Côte d'Ivoire	Sao Tome and Principe	Guatemala	Venezuela
Djibouti	Senegal		
Egypt	Sierra Leone		
Equatorial Guinea	Somalia		
Eritrea	South Africa		
Eswatini	South Sudan		
Ethiopia	St. Helena		
Gabon	Sudan		
Gambia	Tanzania		
Ghana	Togo		
Guinea	Tunisia		
Guinea-Bissau	Uganda		
Kenya	Zambia		
Lesotho	Zimbabwe		

\*Iran is a member of South Asia Federation of AOTS Alumni Societies (SAFAAS) and is classified as Asia not Middle East.

If no AOTS Alumni Society exists in your country (region), please apply through the AOTS Alumni Society in your nearest area.

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