

The Training Program on Program & Project Management

~ To learn the system and methods of program and project management based on P2M

Goal of this course

- ✓ Acquire the fundamental methods and basic application skills of project management used to manage a single project
- ✓ Familiarize themselves with “agile project management method”, an emerging variation of project management which is suited to software development, development of a highly innovative product or service, and stepwise corporate innovation where no model or prototype exists hence, it is difficult to define what to make from the beginning
- ✓ 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
- ✓ Enable the participants to obtain deeper understanding of roles of project managers and program managers in the contemporary fast moving economy and industry and the society.

Date: From 28 October to 8 November

Target: Directors, senior managers in companies and/or project leaders or managers who are in a position to plan and/or manage projects in the participant’s country. Managers or staff of industrial promotion organizations and/or business associations who support local companies in facilitating project management may also be accepted.

*25 years old and over with more than 3 years of work experience

***ODA Program Partly Subsidized by Japanese Government.**

Fee: A part of this program partly subsidized by Japanese Government. Please see Program Outline for details.

***Application Deadline: 19 Aug. 2024**



Venue : AOTS Tokyo Kenshu Center (TKC)

30-1, Senju-azuma 1-chome, Adachi-ku, Tokyo 120-8534

The Association for Overseas Technical Cooperation and Sustainable Partnerships (AOTS)

***Application to : Name of AOTS Alumni Society**

Name of Coordinator



XXXX-XXX-XXX



XXXXXXXX@XXXXX.com

Inquiry: AOTS Overseas Cooperation Group I Email: shouhei-au@aots.jp

Course Director

Mr. Toru Kato

President of Project Management Association of Japan (PMAJ)

Course Advisor

Dr. Hiroshi Tanaka

Ph.D. (France),
Dr.PM Hon. (Ukraine)

Past President of PMAJ

*Those participants who have successfully completed the training program and has been conferred AOTS’s official certificate, will also be awarded International P2M Practitioner (iP2M) credential by Project Management Association of Japan.



Course Itinerary

※All lectures, discussions and project company visits will be conducted in English or Japanese with English interpretation.

Date	Morning (09:00 - 12:00)	Afternoon (13:00 - 16:00)
28 October (Mon.)	<ul style="list-style-type: none"> Administrative Orientation on the Training Program Opening Ceremony 	Inaugural Lecture by the Course Director: <ul style="list-style-type: none"> Program & Project Management as Dynamic Management Paradigm & Methodology for Competitiveness, Innovation and Sustainability in 21st Century Introduction to P2M Guidebook of Japan
29 (Tue.)	Lecture & Exercise: Project Management (1) <ul style="list-style-type: none"> Project Development and Evaluation 	Lecture: Project Management (2) <ul style="list-style-type: none"> Project Scope Management
30 (Wed.)	Lecture & Discussions: Program Management (1) <ul style="list-style-type: none"> Essence of P2M Program Management linking corporate strategy purposefully pursuing higher corporate value, innovation and/or sustainability to front-line projects 	Project Company/Organization Visit: Site I (Program Management (2)) Deria Foods Co. Ltd. Kewpie Group Learn P2M application case to a Processed Fresh Food Supply Company
31 (Thur.)	Lecture & Exercises: Project Management (3) <ul style="list-style-type: none"> Development for Work Breakdown Structure (WBS) for an Industrial Project 	Lecture & Exercises: Project Management (4) <ul style="list-style-type: none"> Project's Schedule Development and Management
Nov.1(Fri.)	Lecture & Exercises: Project Management (5) <ul style="list-style-type: none"> Agile Project Management 	Lecture & Exercises: Project Management (5) <ul style="list-style-type: none"> Continuation of the morning session
2 (Sat.)	Day off	
3 (Sun.)	Day off	
4 (Mon.)	Discussions and Lecture: Project Management (6) <ul style="list-style-type: none"> Leadership and Communications in Projects 	Lecture: Project Management (7) <ul style="list-style-type: none"> Project Resources Management and Project Stakeholder Structuring and Organization Management
5 (Tue.)	Lecture & Case Study: Project Management (8) <ul style="list-style-type: none"> Project Cost Management 	Lecture & Exercises: Project Management (9) <ul style="list-style-type: none"> Project Risk Management
6 (Wed.)	Lecture: Case Study (Program Management (3)) <ul style="list-style-type: none"> Lessons Learned from the Kibou (Hope) Project as a Japanese Component of the Global Space Shuttle Project 	Project Company/Organization Visit: Site II Japan Aerospace Exploration Agency (JAXA) Tsukuba Space Center (pending JAXA's permission)
7 (Thu.)	Workshop: Full-day Project Management Group Workshop	
8 (Fri.)	Wrap-up Discussions <ul style="list-style-type: none"> Reflection on the training and overall Q&A, Course Director's feedback 	Class Discussions: All Participants' Feedback Comments and Resolution for utilizing the results of the training

About Tokyo Kenshu Center, Training Location and Accommodation

- **Home Away from Home** -

Strategically located in the quaint Kita-senju area of Tokyo, the TKC first opened its doors in April 1982. The training centers provide training facilities and accommodations for trainees who are away from their countries to participate in training courses at AOTS and specialized technical training at host companies. Our training center has a role to be a **"Home Away from Home"** for the trainees during their stay in Japan, in order to reduce the cultural gap and provide comfortable circumstances. For example, at the training center canteens, menu for vegetarians and Muslims are available every day. Various menu of trainees' home countries are also prepared. The reception desks deal with inquiries from trainees for 24 hours. The training centers support welfare of trainees by providing regular health consultations as well.



Reception Desk



Guestroom



Classroom



Canteen at Dinner Time