

Of all the things I've done, the most vital is coordinating the talents of those who work for us and pointing them towards a certain goal.

Walt Disney

2-day course on

Effective Project

Leadership

WHO SHOULD ATTEND?...

- ❖ **Project Managers**
- ❖ **Project Sponsors**
- ❖ **Key Members of Project Team**

Dates : 13 & 14 March 2012

Time : 9.00 a.m. – 5.00 p.m.

Venue : Auditorium 2, Kompleks EUREKA, Universiti Sains Malaysia, Penang.

Organised by:



(wholly-owned by Universiti Sains Malaysia)

Other available courses:

1. Effective Project Management
2. Effective Project Risk Management
3. Effective Problem Solving and Decision Making
4. Love Your Job
5. Managing Change
6. High Impact Train-The-Trainer
7. Mastering Human Relations For Result
8. Gaining The Professional Edge : Towards Personal Advancement and Organizational Greatness
9. Changing Mindset For High Achievers

HRDF Claimable*

***Subject to HRDF Approval**

INTRODUCTION

Most project managers are well aware of fundamental theories of project management. They may be familiar with PMBOK, Project Management Methodologies or may even be certified as PMP. Successful and experienced project managers understand that besides theoretical knowledge, the true success factor of high-performance project management is the leadership quality of a project manager. Effective leadership would facilitate a project manager to work collaboratively and perform at the highest level to achieve the project objectives.

Project leaders are more than just project managers; they are talented individuals that have mastered the leadership skills necessary to build a high-performing project team, leverage the collective intelligence of the group, manage it through the process of completing a project, and exercise influence without authority to ensure superior results. This workshop is designed to introduce and clarify the concepts of project leadership to develop the critical leadership skills necessary for the success of even the most complex project. Project leadership issues with specific reference to Malaysian Organization's will enable participants to relate and appreciate the subject. Adult learning methodology with relevant training aids will be adopted to ensure training effectiveness.

COURSE OBJECTIVES

At the end of this workshop, participants will be able to:

- i. Manage people issues in matrix organizations;
- ii. Build a cohesive project team;
- iii. Leverage the collective intelligence of the team;
- iv. Explain the issues that can fragment and undermine team performance;
- v. Motivate team members to perform and achieve objectives;
- vi. Exercise political and personal influence when you don't have the formal authority to mandate action;
- vii. Mitigate and resolve conflict to ensure the success of the project.

PROGRAM FEE

RM1,100.00 per participant

Group discounts – RM1,000.00 per participant (minimum of 2 participants from the same company/organisation)
(Covers course material, refreshment including lunch and Certificate of Attendance)

ENQUIRIES

Technical Details:

Major (R) Dr. Prebagaran Jayaraman
Samudera Management Consultants
Tel: 05-689 2101 / 012-526 1482
praba1965@yahoo.com

Registration and others:

Khairol Anuar Hazir Mohammed
USAINS Holding Sdn Bhd
Tel: 04-653 4372 / 012-286 9048
khairol@usainsgroup.com / khairol_usains@yahoo.com

METHODOLOGY

Adult learning methodology with relevant training aids will be adopted to ensure training effectiveness. Project leadership issues with specific reference to Malaysian Organization's will enable participants to relate and appreciate the subject

COURSE CO-ORDINATOR

MAJOR (R) DR. PREBAGARAN JAYARAMAN

PhD, PMP, PMI-RMP, MSc, BSc Ed (Hons), Dip Phy Ed, Dip ALC, CT (USA)

Dr. J.Prebagaran has 21 years of working experience in Management & Training. He is a retired military training officer. He has served as a facilitator for major MNC, SME and government agencies in the field of management, safety, quality and training. Dr. J.Prebagaran is a Certified Project Management Professional (PMP) and Project Risk Management Professional (RMP) by Project Management Institute (USA). He was a Project Manager (Training) of multi billion international ship building project for 5 years. Dr. J.Prebagaran is Certified Trainer of '7 Habits of Highly Effective People'. He is also a Certified Trainer by International Board of Certified Trainers (USA). He is an Advanced TQM facilitator, ISO 9001:2000 QMS Lead Auditor and competent trainer for ISO 14000. Dr. J.Prebagaran was appointed by Department of Skills Development, Ministry of Human Resources, Malaysia as National Industry Expert (Pakar Industri Negara) in the field of Training (Reference No: JPK/9/2/02 Jld 7 -077 dated 26 April 2011)). Dr J.Prebagaran attended PSMB Train the Trainer program on 3-7 July 2006 (Certificate No. TTT/0078). He is also Accredited Competency Professional (ACP) by Institute of Leadership and Management, UK (Certificate No : NB 119012764601 dated 27 June 2011) and certified as Master Training Professional by SMR HR Group ,Malaysia on 2 December 2010.

Dr J.Prebagaran is currently the CEO of Samudera Management Consultants and associate consultant of USAINS Holdings (commercial arm of USM). Dr J.Prebagaran has conducted various leadership and management development training programs for government, multinational organizations and international clients. Among the prominent satisfied clients from his training program are Agilent Technologies, PETRONAS University, PT REA, Indonesia (A public listed company in UK), Matsushita and MISC (Malaysian International Shipping Corporation). Dr J.Prebagaran was a faculty member of Balarrat University MBA Program for International students based in Malaysia from 2004-2006. Dr J.Prebagaran has practical and proven experience in design and delivering of leadership and management development program for major international organizations like MISC, Sony, Flextronics, Western Digital and Agilent Technologies. He has also conducted various training programs in management and leadership development in Thailand, Indonesia and Ghana.

He has attended training programs in USA, Germany and UK. Dr J.Prebagaran has presented paper in national and international seminars in the field of Safety, Quality and Management. He is a strong advocate of lifelong learning. His research interest is in management development and technology management. His class will be full of energy and fun. Dr. J.Prebagaran has been champion in various Toastmasters competition and was the past area governor for District S1 Toastmasters Club. He is an expert in adopting adult learning principles to ensure effective teaching and learning process.

EFFECTIVE PROJECT LEADERSHIP

COURSE OUTLINES

1. Project management foundational principles.
 - i. What is project?
 - ii. Why project fail?
 - iii. How effective project leadership influence project success?
 - iv. Common challenges in matrix organization and how to mitigate them.
2. How to develop effective project team?
 - i. Characteristics of an effective and ineffective project team.
 - ii. Common challenges in building effective team in project environment.
 - iii. Effective team building strategies in project environment.
 - iv. Developing synergy in project team.
3. Managing conflict in project environment.
 - i. Common cause of conflict in project environment.
 - ii. Implication of conflict to project success.
 - iii. Effective conflict management strategies.
4. Interpersonal influences of Project Manager.
 - i. Legitimate power.
 - ii. Reward power.
 - iii. Penalty power
 - iv. Expert power
 - v. Referent power.
5. Leadership in a project environment.
 - i. Characteristics of an effective project leader.
 - ii. Personality and situational factors that influences effective leadership.
 - iii. Participative leadership.
 - iv. Laissez-faire leadership.
 - v. Autocratic leadership.
6. Six ways to give proper project leadership
 - i. Create an Atmosphere of Trust
 - ii. Build the Right Team
 - iii. Spell Everything Out for Your Team Upfront
 - iv. Monitor and Give Feedback
 - v. Keep Communication Open
 - vi. Keep the End Goal Clearly in Mind
7. Personal Action Plan

REGISTRATION FORM

EFFECTIVE PROJECT LEADERSHIP

Send registration form to : Khairol Anuar, USAINS Holding Sdn. Bhd.,
Ground Floor, Kompleks EUREKA, Universiti Sains Malaysia, 11800 USM PENANG.

Fax : 04-657 2210 or

Email to : khairol@usainsgroup.com / khairol_usains@yahoo.com

Please register the following name/names: (Please use separate sheet, if required)

No.	Participants Name <i>(Please print clearly or attach business card)</i>	Position & Email
1.		
2.		
3.		
4.		
5.		
Industry Sector:		
Company:		
Address:		
Postcode:		
*Primary Person:		*Mobile Phone:
*Telephone No.:	*Fax No.	*E-mail:

Mode of Payment

I enclose <input type="checkbox"/> Crossed Cheque <input type="checkbox"/> Bank Draft <input type="checkbox"/> Money Order <input type="checkbox"/> LO/PO	Number	Bank	No. of Participants:		
				Group Discount:	
				Total Sum:	RM
	Payment must be made payable to 'USAINS HOLDING SDN. BHD.'				

1. Bank Transfer *[Please fax your Bank-in Slip (Print your name & details on the slip)].*

Payee Name: **USAINS Holding Sdn. Bhd.**
 Details: **EFFECTIVE PROJECT LEADERSHIP**
 Name of Bank: **CIMB Bank Berhad (USM Branch), Universiti Sains Malaysia, 11800 USM Penang.**
 Account Number: **0709-0006708-05-7**

2. A Local Order (LO) or Purchase Order (PO) must be presented before the event.

The organizer reserves the right to refrain a registered participant from taking part in the event if no proof of payment can be presented. This only applies to registered participants who have NOT paid the registration fee PRIOR to the event date.

3. Cancellation / Substitution

A full refund less administration fee of RM400.00 will be given for cancellation received not later than **10 working days** before the course. No refund will be made after this period. However, substitute participants are welcomed at no extra charge provided written notice of at least **5 working days** before the event is given to the Organizer.

4. Disclaimer

The Organizer reserves the right to reschedule or cancel any part of its published programme or venue due to unforeseen circumstances and will not accept liability for costs incurred by participants or their organizations for the cancellation of travel arrangements and/or accommodation reservations as a result of the course being cancelled or postponed. Advance notice will be given if there is such changes or cancellation.