



Workshop Group Presentation

The Task

- During the 3 day workshop, your group has to prepare a powerpoint presentation that will last no more than 10 minutes followed by 5 mins of Q&A to be presented on the afternoon of day 3.
- The presentation will:
 - Identify a project management related problem that is common in all your organisations e.g. late delivery of projects, cost overrun, lack of project sponsor, poor communications ect.
 - Critically analyse the problem explaining what challenges it causes in projects.
 - Provide recommendations, supported by evidence, that would address/solve the problem. Would it ever be possible to completely remove the problem from projects or can you only just reduce it?
- At the end of your presentation there will be an opportunity for colleagues and the tutor to ask questions on your presentation. You therefore need to be prepared to answer questions.
- You will be given blocks of time during the 3 day workshop to prepare your presentation. However, you will also have to work on this outside of the workshop either during lunchtime or the evening.

Points to consider

- Use the pre-workshop powerpoint presentations you were asked to prepare to think about problems you have identified and talk with others to check if they have similar problems.
- Do not try to solve too large a problem, your final presentation is a maximum of 10 minutes so better to look at a specific issue but in a lot of detail.
- There should be a clear link between the problem and solution. For instance, if the problem is poor team work looking at say project governance would not fully address this.
- Not all the group have to be involved in the final presentation of the slides. But all your group need to work on the presentation content so break things down into smaller tasks that a pair of people can go off and work on things. Reflect how well you worked together e.g. Can a team perform different parts of a strategic assessment and then present it as a

single coherent piece of work without loss of insight and understanding? What advice would you give to a future team who had to perform the same exercise?

Assessment

The group presentation is worth 20% of the assignment mark for the module., all members of a group will receive the same mark. As a group, you will need to ensure you cover the following points:

- Presentation of ideas - Provide a well-reasoned and justified analysis and improvements.
- Clarity of argument with clear link between problem and solution.
- Demonstration that the entire group participated in the task.
- Quality of supporting evidence, what publications did you look at to provide ideas.
- Appropriate response to questions asked by the group after your presentation.
- Be entertaining and creative, whilst also demonstrating a clear understanding of the key issues.

Assessment criteria	Weight (% of mark)
The content of your presentation – Clear problem statement, analysis via publications, recommendations, use of online resources.	80
Your presentational effectiveness – Visual impact and conveying of message	10
Your ability to respond to questions from colleagues and tutor	5
Your constructive assessment and demonstration of how effectively you worked as a group.	5
Total	100

A copy of the presentation must be emailed to the tutor before the end of the workshop. The final slide of the presentation must contain the names of the people in the group.

On-line Resources

There is a significant amount of project management related resource available on line. It is expected you will draw on this resource for your group assignment.

URL	Title	Commentary
https://www.nasa.gov/pdf/709495main_NASA_Journey_to_PM_Excellence.pdf	NASA's journey to project management excellence.	This is a pdf book written by the two people who helped establish NASA's project management academy. Written in 2012 it highlights what is needed to improve project management in a complex organisation.
http://www.free-management-ebooks.com/skills-project.htm	Project management e-books.	This is a significant resource consisting of: <ul style="list-style-type: none"> • 11 e-books • 8 checklists • 37 project templates <p>The books are easy to read and aimed at somebody new to project management or those who are part of a project team rather than leading a project.</p>
http://www.pmi.org	Project Management Institute (PMI).	North American professional association for project management. This is probably the most well know project management organisation. Their PMP qualification is held by over 1 million people.
http://www.apm.org.uk	Association for Project Management (APM).	UK professional association for project management.
https://www.ipma.world/	International Project Management Association (IPMA).	Global affiliation of professional project management associations.
https://www.pmprofessionals.org/	The Global Alliance for the Project Professions (GAPPS)	A collection of individuals who produce project management standards.
https://www.axelos.com/	AXELOS is a joint venture company, created in 2013 by the Cabinet Office (UK Government) and Capita plc.	AXELOS produce PRINCE 2, Managing Successful Programme, Management of Portfolios ect.
http://www.maxwideman.com	Max Wideman's site.	This a collection of useful information on project management
https://europa.eu/pm2/home_en	PM ² European Commission Project Management methodology	This is a complete Project Management methodology developed by the European Commission.