

Action Development Planning

Overview

Course duration: 1 day

Effective teams, departments and organisations have to know where they want to go and plan how to get there, and this course aims to ensure that key staff have the skills and techniques necessary to ensure that they deliver stakeholder requirements and expectations.

Who is it for?

Managers' and those with a responsibility for planning.

What will I learn?

By the end of the course, attendees will be able to:

- ✔ Align plans with the corporate vision and strategic objectives
- ✔ Appreciate how local issues and viewpoints might impact on planning and success criteria
- ✔ Be able to respond to changing demands in the business environment
- ✔ Define and manage the key processes necessary to deliver results
- ✔ Identify and allocate responsibilities and resources
- ✔ Set realistic timescales and milestones
- ✔ Monitor progress and report / communicate results to interested parties

Course overview

- ✔ Aligning plans with the corporate vision and Strategic objectives and strategic objectives

- ✔ Appreciate how local issues and viewpoints might impact on planning and success criteria
- ✔ How to respond to changing demands in the business environment
- ✔ Managing key processes necessary to deliver results
- ✔ Identify and allocate responsibilities and resources
- ✔ Setting realistic timescales and milestones
- ✔ Monitor progress and report / communicate results to interested parties