

Risk Management in Localization – 2 day Workshop

Workshop Objective

The objectives of this workshop are for delegates to learn a process for managing project risk and practise how to prepare the groundwork for undertaking projects with the minimum of surprises. The workshop provides a forum where the right questions can be asked to lay the groundwork for becoming a ‘risk aware’ organisation and emphasise the benefits of including all stakeholders in this process.

The output from the workshop will be captured and presented in a format suitable for producing a localization project risk plan. By participating in this workshop project managers will be better equipped to deal with the risks their projects encounter. Risk management will protect your project and inspire customers who will appreciate their projects being run with professionalism and due diligence.

Who Should Attend

This workshop is primarily aimed at project management teams and their senior managers who wish to understand their projects’ exposure to risk and what can be done about them to benefit the project, organisation and client. The workshop will also be appropriate for business managers, account managers and project sponsors.

About the Workshop

Ideally, the workshop will be based around the delegates’ own projects, although some pre-defined localization scenarios will be used if no live cases are available. Practical exercises will contribute directly towards the delegates’ understanding of the risk management process. This means that a significant amount of useful and valuable preparation can be performed and transplanted directly back into the delegates’ own work environment.

Using the delegates’ own projects as a means to conduct the workshop ensures that time “out of the office” is not taking time away from important tasks that need to be performed, but actually serves as an investment towards those tasks. The workshop includes modules on:

- The nature of uncertainty in the localization environment
- Communicating uncertainty – it’s the way that you say it !
- Estimating – or should that be forecasting ?
- Assumptions and how they can bite !
- Contingency, Hope and Eroded Profits !
- A process for Risk Management:
 - Identification
 - Analysis
 - Decision
 - Monitoring and Control
- Developing a Risk Budget – safety versus competitiveness
- Managing and communicating risks during delivery

Workshop Format

There will be a mix of theory (a little) and exercises (a lot). Delegates will be encouraged to participate and contribute in order to generate the information required to identify and analyse risks and produce mitigation strategies and action plans.

What’s Included

- Delegate workbook with checklists and templates

About the Facilitators

This workshop is facilitated by John Humphries, an experienced localization project manager with a wealth of experience. He will act as a catalyst to assist delegates in identifying their project’s risk profile and generating an initial risk log, risk budget and action plan.

About the Service Station

The Service Station is a supplier of professional services in the areas of Project Management, Bid Management, Risk Management, Localization, Training and Technical Writing.

How to Contact Us

For further information about our services call 44 (0)1923 854 873, email info@servicestation.co.uk or visit our web site www.servicestation.co.uk .