

Open course: Managing International Projects October 21 – 23 2007, Athens, Greece

More and more organisations ask people to work in international project teams. These teams are as a rule not co-located but are "virtual". Research shows co-operating virtually is much more difficult than expected, due to for example differences in leadership styles, delegation techniques and approaches to communication. This 3 day course will give insights in how to increase your effectiveness when working in an international project environment. The course combines training skills in project management with insights in cultural differences to work effectively in an international team

This Open Course in managing international projects is intended for:

- ✓ managers and employees who travel abroad extensively
- ✓ managers with strategic responsibilities for foreign operations
- ✓ foreign employees who have recently started work in their host country

Schedule

The course lasts 3 days and will be combined with visits to highlights of Western civilisation like the Acropolis and Sounion. Furthermore we offer the option for a two day sailing cruise to the island of Hydra.

Fee

Price per participant is 2250 Euros.

In the tuition fee is always included:

- ✓ a Pocket Guide for quick reference
- ✓ useful articles
- ✓ comprehensive list of additional reading
- ✓ course materials

This open course even includes a welcome cocktail, 3 buffet lunches, 2 dinners and guided tours to the Acropolis and Sounion. The fee does not include accommodation and travel expenses.

Objectives

The course is designed to:

- ✓ increase your knowledge and insight of the importance of your own culture in determining your behaviour
- ✓ highlight the significance of cultural differences between your own country and other countries in terms of its impact on project management and teamwork
- ✓ increase your effectiveness when working with people from other nationalities

Course Programme

Day 1:

09.00 - 09.15	Introduction to the seminar
09.15 - 09.30	Assessment of international experience
09.30 - 10.30	Intercultural Awareness Game
10.30 - 12.30	Introduction into the 5-D Model of Professor Geert Hofstede Exercise: Cultural Survey
12.30 - 14.00	Lunch
14.00 - 15.30	Exercise: Some consequences of the 5-D Model in Project Planning
15.30 - 15.45	Break
15.45 - 18.00	Project Planning Work Breakdown Structure formulation in Multicultural environment

Day 2:

09.00 - 10.00	Exercise: Cultural differences between selected countries
10.00 - 10.45	Case study on cooperation between an Asian and European country.
10.45 - 11.00	Break
11.00 - 12.00	Case continued
12.00 - 12.30	Test: Measuring your cultural fitness
12.30 - 14.00	Lunch
14.00 -	Guided Visit to Acropolis, on site discussion "Project Parthenon", how was it done? The restoration project, lessons learned from past attempts
18.00	Return to the hotel
20.00	Diner

Day 3:

09.00 - 11.00	Application of Mental Images in Project Risk Management
11.00 - 11.20	Break
11.20 - 12.30	Controlling Projects, Consequences of Culture
12.30 - 14.00	Lunch
14.00 - 15.00	Putting it all together, redesigning Process Groups according to Culture
15.00 - 18.00	Visit to Sounion on site discussion "Roots of Culture"
20.00	Dinner

Optional: Two Day Sailing Cruise

Day 4:

- 08.00 Departure from the Hotel to Kalamaki marina
- 09.00 Equipment & Provisions check, boarding
- 09.30 Departure to Hydra Island – distance 40 nautical miles. Hands on sail and helm techniques for everybody, on board snacks and cocktails
- 17.00 Arrival Hydra – Berthing
Night out Hydra Island

Day 5:

- 09.00 Departure from Hydra to Kalamaki marina. Hands on sail and helm techniques for everybody, on board snacks and cocktails
- 18.00 Arrival Kalamaki marina

The sailing yacht will be a Beneteau, Jeanneau or Bavaria of at least 44 feet, built after 1999 berthing 8.

Approximate total cost to divide between participants is 4.500 Euros including:

- ✓Transportation to and from the marina
- ✓Freight
- ✓Insurance
- ✓Insurance deductible coverage
- ✓Linen and towels
- ✓Bunker (Petrol)
- ✓Snacks and cocktails on board

Cost does not include personal expenses on Hydra Island.

Points to take into consideration:

- ✓Your excess luggage will be stored in the hotel (it will be arranged for you beforehand) when leaving for the cruise, do not bring hard suitcases on board since they are difficult to store.
- ✓Although the weather is mild during October in Attica it can be chilly at sea, so bring a sweater and a splash proof outfit. Do not forget flat shoes for the boat.
- ✓Apply as early as possible for the cruise to enable us to find a proper boat since at the proposed time chartering companies start their maintenance cycles. Apply by sending an email to chrys@itim.org

Registration form

The registration form can be returned by e-mail to info@itim.org
or by fax: +46 8 505 964 35

the participant

Name + initials	:	<input type="checkbox"/> male <input type="checkbox"/> female
Function	:	
Company	:	
Department	:	
Address/PO box	:	
Postal code	:	
City/Country	:	
Telephone	:	
E-mail	:	
Country/ies in which you have an interest	:	
Course date & Location	:	

invoice address

(only when different from the above mentioned)

Name	:	
Company	:	
Department	:	
Address	:	

Date

Sign