

PROFESSIONAL MANAGEMENT PROGRAM

DARWIN [NT] INTAKE (MARCH 2009)

To be presented at Darwin Airport Resort

Cnr Henry Wrigley Drive & Sir Norman Brearly Drive, Marrara, NT.

Module	Duration and Timeline
Orientation An explanation of the program, its goals, outcomes and workload.	20 minutes Prior to 1 st module 24 March
Leading and Managing People (CORE MODULE) Different Leadership styles. What works? Dealing with Conflict. Teamwork and Coaching. How to Manage yourself and your boss. Influencing, persuading and negotiating. Understand different sources of power. Dr Jill Thomas BA (ANU), MBA (Adel), PhD (UniSA)	2 days Module 1 24 & 25 March 2009
Business Fundamentals (CORE MODULE) Applied problem-solving tools and techniques Challenging the process, concepts of process-thinking, benchmarking and re-engineering. Understanding the drivers of customer satisfaction Team based approaches to improving customer service, business processes and the concept of customer's value of quality. How to foster a business climate of "continuous improvement". Max Zornada BE (Mech) (Hons), MBA	2 days Module 2 5 & 6 May 2009
Project Management Assessing project scope and feasibility. Project planning, control and frameworks. Planning methods and critical path. Project budgeting and cost control issues in project management Ms Alina Lebed MBA, BSc., G.Cert. Ed., Dip. Mngmnt & Int Trade, APESMA	2 days Module 4 15 & 16 June 2009
Financial Management (CORE MODULE) Understanding and analysing financial information and accounting reports. Applying techniques of financial evaluation to assess proposed projects, including evaluating risk as part of preparing a business case. Understanding and applying 'good practice' methods in preparing budgets and in exercising budgetary control. Mark Coleman, BEc, MBA, FAICD	2 days Module 3 19 & 20 August 2009
Negotiation for Success The strategy and tactics of negotiation. How to positively influence others and recognise when these same tactics are being used by others. Explore the effective use of power in negotiations. Learn the five critical steps in the negotiation process. Develop a framework that will allow you to continuously evaluate and improve your own performance. Learn how to use creative thinking to achieve a Win-Win outcome to negotiations. David Pender BEc, MBA (Adel), CA	2 days Module 5 14 & 15 October 2009
Strategic Management (CORE MODULE) Developing skills in strategic thinking. Analysing the internal and external environments. Evaluating long term strategies and guiding the direction of a business unit, department, division or organisation. Creating strategic flexibility. How to generate strategic alternatives and select the best option for implementation. Dr John Viljoen BCom (Hons), MCom, PhD (Rhodes)	2 days Module 6 26 & 27 November 2009
Final Examination (multi disciplined case study)	4 December 2009
Work Based Project – 1 st Preparation session	11 December 2009
Work Based Project – 2 nd Preparation session	18 February 2010
Work Based Project Presentations	18 March 2010
Informal Graduation	18 March 2010

Insert to: Professional Management Program Brochure

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