



IPMA®
International
Project
Excellence
Award

IPMA International Project Excellence Award Training Venue: AC Hotel, Via Enrico Tazzoli 2, 20154 Milano

Time	Day 1 22 April 2016 9:30-18:15
9:30 - 11:15	Welcome word, schedule and getting to know each other
11:15 -11:30	<i>Coffee break</i>
11:30 - 13:30	Introduction to the IPMA, PE Award and Project Excellence Baseline
13:30 - 14:30	<i>Lunch</i>
14:30 - 16:15	Homework Assessment process overview
16:15 - 16:30	<i>Coffee break</i>
16:30 - 18:15	Reflections on the model and the process Characteristics of the excellent assessor Reflection on day 1

Time	Day 2 23 April 2016 9:00-18:15
9:00 - 10:00	Welcome, schedule and getting to know each other as a team
10:00 - 11:30	Project Excellence Model - Area 1 and 2 + scoring table
11:30 - 11:45	<i>Coffee break</i>
11:45 - 13:30	Project Excellence Model - Area 1 and 2 + scoring table
13:30 - 14:30	<i>Lunch</i>
14:30 - 16:15	Project Excellence Model - Area 3 + scoring table
16:15 - 16:30	<i>Coffee break</i>
16:30 - 18:15	Documenting findings and scoring Reflection on day 2

Time	Day 3 24 April 2016 9:00-17:00
9:00 - 9:15	Welcome and schedule
9:15 - 11:30	Project Excellence Model Scoring
10:30 - 11:30	Team virtual meeting and finding consensus
11:30 - 11:45	<i>Coffee break</i>
11:45 - 13:00	Site visit process and rules
13:00 - 14:00	<i>Lunch</i>
14:00 - 15:45	Interviews
15:45 - 16:00	<i>Coffee break</i>
16:00 - 16:30	Test
16:30 - 16:45	Assessment process summary
16:45 - 17:00	Reflection on the training and closing