

### *Project Leadership: Managing without Authority*

- Objective :** This is a one-day intensive workshop providing participants with the key leadership and people management skills for successful project delivery. It covers areas such as team building, motivation techniques, expectation management and stakeholder analysis. Proven human resources management and relationship management theories will be discussed and more importantly, case studies and group exercises will help illustrate how they work in real life. Negotiation and influencing skills for managing project stakeholders will be addressed in the workshop.
- Format :** Lecture (50%); Case study & group discussion (30%);  
Simulation exercise (20%)
- Key Topics :**
1. Project Team Management
    - Assembling a winning team
    - Skills development, team building and team work
    - Performance appraisal
    - Typical human resource issues
  2. Project Team Development and Motivation Techniques
    - Team building, team structure, and group dynamics
    - Motivation theories in action – application of proven motivation models and empowering skills
    - Understanding and solving team members' motivational problems
    - Coaching skills
  3. Managing without Authority
    - What is authority?
    - Where does power come from?
    - Managing without authority through leadership and motivation
  4. Project Negotiation and Influencing Skills
    - Negotiation styles: Win-win approach vs. traditional win-lose approach
    - Negotiation to resolve team conflicts with stakeholders

**Instructor :** Paul Mau, MBA, MSocSc, PMP, CPIT(PD)

Paul has over 20 years on Project Management for large scale IT, Business Process Redesign, ERP and change management projects. His experience in the IT industry includes project management and consulting positions at HP and several public listed companies. Paul is a strong people manager making maximum use of his effective interpersonal, communication, and analytical skills.

Paul is a seasoned trainer in project management. He has delivered the full spectrum of PM courses from foundation course, PMP examination review course, to other advanced topics since 2002. Participants of the courses came from various disciplines such as IT, Consulting, Banking & Securities, Construction, Utilities, Trading, and Healthcare.

Paul has been serving PMI for more than seven years and was one of the early batches PMP trainers in Hong Kong. He is a PMP, a Certified Professional of IT (Project Director), an assessor and a member of the Expert Group in the Hong Kong Institute for Hong Kong IT Professional Certification. He has earned a MBA degree from Keele University in UK, a Master of Social Science degree from University of South Australia, and a Master of Social Science from University of Hong Kong.

**Certified PMP can earn 8 PDU towards maintaining their PMP credentials.**

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