

Trainings

TRAININGS IN SYMPHERA

Take courses led by experts to equip yourself with competencies and accelerate your personal growth.

We offer you a helping hand in the field of Projects, Agility, Leadership and Management in the form of carefully designed courses packed with energy, into which our trainers have translated their experience and knowledge proven by many years of practice. They are backed by concepts from well-known experts and leaders, proven methodologies and the latest trends.

WE WILL TRAIN YOU IN THE FOLLOWING AREAS:

- PROJECTS
- AGILE
- LEADERSHIP & MANAGEMENT

ADDED VALUE OF OUR COURSES

1. OUR TRAINERS HAVE THEIR “HANDS IN THE DIRT”

They are not just theoreticians who will guide you through the training; rather, they are practitioners who have completed major projects in IT, insurance, banking, construction and other industries. They consult, participate in agile transformations in large banks, build project offices, help clients define a common corporate or team visions, missions, values, behaviors, help set up reward systems, policies, guide board members and entire boards through transformations in various industries such as telecommunications, factories, creative agencies. They facilitate strategic meetings of boards of directors of large companies, create customized project management methodologies, and manage projects themselves daily. They also apply leadership principles in practice when setting up and leading their own teams.

2. OUR WORK = OUR HOBBY

We are dedicated to you in our free time. To promote the project management profession, we have founded the Chamber of Project Managers, with which we organize annual international conferences under the title “Project, Agile, Leadership”, which is one of the largest events in Europe in terms of size and expertise. We have the best speakers from all over the world; for example, in 2021, it was world-renowned leader David Marquet, former US submarine captain.

3. TRAINING DOES NOT STOP HERE

Our greatest strength lies in offering a complete solution for our clients – we help you apply what you learn in training to your work. We will train, advise, produce, and manage according to your needs and financial budgets. We work with clients on a long-term and continuous basis.

4. WE CREATE AN EXPERIENCE

We want participants to enjoy the training in every aspect. We train in superior, comfortable facilities, so participants take away not only inspiration and new knowledge, but also a culinary experience.

In the text below you will also find:

- [Overview of Project trainings](#)
- [Overview of Agile trainings](#)
- [Overview of Leadership & Management trainings](#)

For more information, please contact us at eva.kotrlova@sympchera.com.

OVERVIEW OF PROJECT TRAININGS

PRINCE2® Foundation *(3 days, certification)*

We will break the preconceived notion that PRINCE2® is an outdated and obsolete project management methodology based on paperwork and meaningless processes. You will learn **who is who** on a project, understand the **key principles of project management** and be able to talk to project managers around the world. You will learn to apply **universal project management processes** to **simple and complex projects**.

PRINCE2® Practitioner *(3 days, certification)*

Do you have basic processes, planning and organization of projects using the PRINCE2® methodology down pat? Verify your **knowledge with one of the most prestigious certifications in the PM world**. The PRINCE2 Practitioner course is the next step for **all graduates of the PRINCE2® Foundation training**. The certification uses a case study to verify your ability to apply the PRINCE2® methodology in practice. We will make sure that you are well prepared for the certification exam that concludes this course.

PRINCE2® Foundation – listening in *(half day in the PRINCE2® Foundation course)*

Come and watch the morning session of the first day of the PRINCE2 Foundation course. You will learn the basics of the PRINCE2 methodology in an interactive way, view the training materials and meet our lecturer. You will then have the opportunity to decide, based on your personal experience, whether to attend the full PRINCE2 Foundation training with us along with certification.

PRINCE2® Agile Foundation *(3 days, certification)*

How to deal with the “buzz word” of today? Incorporate elements of Agile into project management! Agile is the perfect extension and complement for every modern project manager. You will learn the basic Agile methods and principles, including how to incorporate them into your day-to-day project management.

MSP®: Managing Successful Programmes

Ensure your program has a **clearly defined and communicated vision** and the support of your board of directors and the entire company. Program management is the **coordination of a group of projects, their organization and management**. MSP® can be **applied to programs of any types or sizes**. Learn how to align corporate strategy and implementation mechanisms, continuously monitor program status, reap benefits and support realistic expectations within your organization.

Key Principles PM *(half day, 1 day, 2 days, non-certification)*

Are you unsure about **who is who on the project and what their responsibilities are**? Do you need to align **project management approach, terminology and documentation** within your team? Expand your **knowledge and skills in the core areas of project management** based on **best practice principles**, such as PRINCE2® or PMBoK®.

Risk management *(1 day, non-certification)*

Risk management is not a filled-in risk register. **Risk management is about taking a proactive approach** to concerns about what may put the project at risk. During the training, you will learn about the entire **risk management lifecycle**, with many hands-on experiences. Above all, you will learn **how to approach risks in a pragmatic and meaningful way**.

Project Planning *(2 days, non-certification)*

Uvidíte, **jak správně naplánovat projekt** a budete mít možnost rovnou aplikovat znalosti na příkladech z praxe. Naučíte se **nadefinovat rozsah, rozpadnout ho na produkty a určit příslušné aktivity**. Zvládnete také odhadovat pracnost, určit, kde se nachází kritická cesta a jak ji zkrátit. Zkratky PBS, PFD, WBS, SPI pro vás už nebudou neznámým pojmem.

Stakeholder Engagement *(2 days, non-certification)*

The key to the success of the project is the **satisfaction of (not only!) key people**. Who are they? What are their goals and wishes? How to communicate with them effectively, how to engage them and manage their expectations? You will learn all this and much more in the course. You will become familiar with proven techniques and skills in the field of Stakeholder Engagement, and you will try many of them out. Through them, you will learn how to identify common interests with stakeholders, gain their support and actively engage them to the benefit of your goals.

Contracts & Negotiation *(2 days, non-certification)*

Gain a **basic understanding of contracts to better position yourself to negotiate with lawyers and higher authorities**. Learn how to use **negotiation skills** to identify the other party's objectives, **how to break down barriers that prevent creative proposals from being negotiated**, or perhaps which parts of project contracts are typically problematic and difficult to negotiate. Under the guidance of experienced experts, you will have the opportunity to try out negotiation in model situations, practice proven techniques, and learn advanced principles.

Key Principles of Program Management *(1 day, 2 days, non-certification)*

Learn the **core principles and practices** of program management that support the success of any transformational change, helping an organization set the right leadership and team organization and

that guide the program management lifecycle, from initial concept to achieving a **new level of results and successes**.

OVERVIEW OF AGILE TRAININGS

Leading SAFe® (2 days, certification)

You will gain all the **knowledge you need to manage and support an agile business transformation** using SAFe and all its principles. You will learn **how to organize agile teams**, the Agile Release Train (ART), **how to implement agile principles** in technical and non-technical teams, and **how to support key agile ceremonies** of each ART. Time is also devoted to the **lean-agile mindset, customer orientation**, and the process of implementing an agile transformation.

SAFe® for Teams (2 days, certification)

In this course, you will learn how ART works and how it adds value to the entire organization. You will learn **how to decompose features into user stories, learn to plan and execute iterations and plan program increments**. You will understand what a **Continuous Delivery Pipeline** is and how it, along with DevOps, can contribute to the continuous improvement of ART.

SAFe® Product Owner/Product Manager (2 days, certification)

This course will introduce participants to the **role of the product owner and product manager** within an organization using SAFe. You will learn how to decompose ideas in the company from portfolio level to user stories, manage program and team backlogs, plan iterations and program increments. You will learn what a Continuous Delivery Pipeline means and how it, along with DevOps, can contribute to the continuous improvement of ART.

SAFe® Scrum Master (2 days, certification)

Participants will learn about the **role and function of Scrum Master** in an organization using SAFe and **gain knowledge about scaling agile principles in the context of a team of agile team or the entire company**. Time is also devoted to the role of Scrum Masters in the preparation and execution of program ceremonies, such as the planning of Program Increments (PI), as well as to their role in PI execution.

Introducing SAFe® (0,5 day, non-certification)

You will learn about the **SAFe framework and its principles**, which are derived from the principles of Lean product development, systemic thinking, agile development and DevOps. **You will understand scaling Agile principles to the Agile team level**, the Agile Release Train (ART), as well as **to the**

corporate level. The workshop will walk you through the key ceremonies implemented at the agile team level.

Introducing SAFe® for Executives *(0,5 day, non-certification)*

Considering whether to use the SAFe framework or looking to get buy-in from the top management? Learn how to **increase your company's competitiveness and efficiency by implementing lean and agile principles** and scaling them to the level of a team of agile teams or corporate level. This workshop will describe the **benefits a company can gain by scaling agile principles**, e. g. using the SAFe framework, the **conditions for successful implementation and recommended steps**.

Value Stream and ART identification WS *(1 day, non-certification)*

In this course we will focus on customers and organizing agile teams, the Agile Release Train (ART), according to value streams, i.e. the flow of value creation for the end customer. You will learn how to **identify operational and development value streams**, and in this guided workshop you will practice how to **plan for the launch of one Value Stream and ART and create a roadmap** for the gradual launch of other ARTs.

Scrum *(0,5/1/2 days - course length depends on agreement, non-certification)*

Learn about the appropriate use of Scrum in the context of project delivery or BAU. You will go through the **entire Scrum process and get hands-on experience** of all the events (stand-up, planning poker, retrospective, demo). At the end of the course, you will be ready to apply the Scrum process and take up the **role of Scrum Master, understanding the principles of the Scrum process** in your context and company.

PRINCE2® Agile Foundation *(3 days, certification)*

How to deal with the “buzz word” of today? Incorporate agile elements into project management! Agile is the perfect extension and complement **for every modern project manager**. You will learn the **basic agile methods and principles**, including how to incorporate them into your day-to-day project management.

Agile mind set *(1 day/2 days, non-certification)*

Agile starts with changing mindsets, not processes and structures! **Changing the culture and mindset of the entire organization plays a key role in agile transformation**. It is a **long-term process of changing habits, behaviors and values**. You will learn how to reveal the **essential benefits of working for a customer, user or sponsor**, understand the **importance of teamwork**, plus you will gain a set of practical skills that you can start using immediately.

Agile in the Context of an Enterprise (ACE) *(0,5 day, non-certification)*

Do you encounter a range of agile-related words and concepts in the marketplace that you may understand on their own, but are not quite clear on how they relate to one another, how to connect them, and which part of agility you want to apply within your company and why? The ACE course will **explain the whole picture of agility in the corporation in the form of questions and answers**. You will understand which concepts overlap or mean actually the same thing and which ones build on each other. In other words, **“Connecting the dots”**.

Key Principles of Agile Management *(1 day/2 days, non-certification)*

Trainees will learn **core agile principles** that can be used in both project management as well as while working on pure agile delivery. They will become familiar with the **most used agile methods and try them out in practice**. Time is also devoted to discussions with the lecturer regarding the possibilities of using agile in the context of your company.

OVERVIEW OF LEADERSHIP & MANAGEMENT TRAININGS

Leadership Spiral *(2 days, non-certification)*

The only training in the market that looks at the **topic of leadership in a completely unique, comprehensive way**. It is an overview training that systematically maps all the essential areas of leadership, allowing you to grasp leadership as a whole, understand what building blocks it consists of, thus creating a map for the leader to guide them along the path of personal development as well as team development. Through **leadership assessment**, each participant will evaluate their own **leadership skills and create an action plan** during the course.

Time Management *(2 days, non-certification)*

Did you know that a meaningful life depends not on how fast we do something, but on **what we do and why we do it**? In this course you will learn **how to distinguish the things of true priority** from the urgent ones. You will **improve your work performance and organization**. You will learn how to apply the recommended techniques in specific situations. **The course does not just touch on time management issues, it goes much deeper and offers insight into Life Management** as such.

Stakeholder Engagement *(2 days, non-certification)*

The key to project success is the **satisfaction of (not only!) key people**. Who are they? What are their goals and wishes? How to communicate effectively with them, engage them and manage their expectations? You will learn all this and much more in this course. You will learn proven techniques and skills in the field of Stakeholder Engagement and try many of them out. Through them, you will learn how to identify common interests with stakeholders, gain their support and actively engage them to the benefit of achieving your goals.

Contracts & Negotiations *(2 days, non-certification)*

Gain a **basic understanding of contracts to better position yourself when negotiating with lawyers and higher authorities**. Learn how to use **negotiation skills** to identify the other party's objectives, how to **break down barriers** that prevent creative proposals from being negotiated, or perhaps which parts of project contracts are typically problematic and difficult to negotiate. Under the guidance of experienced experts, you will have the opportunity to try out negotiation in model situations, practice proven techniques, and learn advanced principles.



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Symphera is a training and consultancy company focusing on Project Management.

We bring experience to our clients. This experience is combined with a world-wide recognized standards and best practice. We constantly explore the better way in delivering projects and mastering the ways of teaching it.

Symphera provides training and consultancy services in many European countries and has already trained hundreds of Project Managers. We have trained the PRINCE2® methodology, which has become a Project Management standard, in the Czech Republic, Slovakia, Germany, Belgium, Netherlands, Denmark, UK and other countries. Our clients include: ČSOB, ING, CBRE, CETELEM, ČS, Equa bank, AXA, Citibank Europe plc, Acision, Logica / CGI, Oracle, HEWLETT-PACKARD, IBM, Ness Technologies, Datasys, Atos IT Solutions and Services, Capgemini, Kapsch, Fujitsu Siemens, ERICSSON, SOFTIP, T-Mobile, T-Systems, Vodafone, Orange, France Telecom, Deutsche Telecom AG, Deloitte, PricewaterhouseCoopers, KPMG, DHL, RadioFreeEurope, Ostrava Teaching Hospital, Kvados, AVX, ARBES Technologies, ALEF NULA, ALGOTECH, 3M Česko, CEITEC, Economia, McDonald's, MAKRO Cash & Carry ČR, Kraft Foods CR, Kaufland DE, TNT Express, FTV Prima, Slovenský plynárenský priemysel, EVRAZ VÍTKOVICE STEEL and many other companies.