GLOBAL GATEWAY ASSURANCE

COURSE OVERVIEW

REVIEW TEAM LEADER

GLOBAL DIGITAL ASSURANCE

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GLOBAL GATEWAY ASSURANCE - REVIEW TEAM LEADER

The Global Gateway Assurance Review Team Leader training course and professional accreditation, is a modernised approach to providing a holistic solution to gated assurance reviewer training and professional accreditation, for those wishing to lead gated assurance reviews.

Global Gateway Assurance Review Team Leader accredited professionals are able to provide high value, independent assurance review services to support organisations and government agencies with their delivery of conventional programs and projects.

Global Gateway Assurance Review Team Leader accreditation, certifies that assurance review professionals are recognised for their leadership capability, whilst meeting industry best practice standards for the assurance of conventional programs and projects.

COURSE OVERVIEW

COURSE CONTENT

- 7 learning modules
- 17 self-paced lessons
- 13 progressive knowledge tests
- 8 progressive scenario refreshers
- 1 online examination
- 3 scenarios
- 13 questions

SUPPORT MATERIALS

- Global Gateway Assurance reviewer guide
- 4 Global Gateway Assurance program guides
- 7 Global Gateway Assurance project guides
- 2 Global Gateway Assurance models
- Global Digital Assurance members dashboard
- Global Gateway Assurance Review Team Leader eligibility

LEARNING OUTCOMES

- Planning gated reviews as a review team leader, including:
  - Successfully communicating the intention of the gated assurance review to all stakeholders
  - How to ensure that gated assurance review team members and interviewees are aware of the purpose and structure of the interviews.
- Delivering gated assurance reviews as a review team leader, including:
  - Approaches, tools and techniques
  - How to successfully lead interviews and encourage discussion
  - How to close interviews and assess the need for further actions such as a when are follow-up interviews or additional documentation needed.
- Managing gated reviews as a review team leader, including:
  - How to deliver end of day briefings to the SRO on the status of the assurance review and any emerging issues
  - How to communicate with and foster trusting relationships with SRO's
  - How to lead gated assurance review team members, including coaching, support and feedback to develop their skills.
- Reporting on gated assurance reviews as a review team leader, including:
  - How to approach and deliver a gated assurance report
  - How to ensure that the gated assurance review report is prepared in a timely manner
  - How to make the 'right' useful and action-oriented recommendations.
- How to evaluate gated assurance review team members
- How to prepare for the next gated assurance review

TARGET AUDIENCE

- Experienced public sector employees
- Senior assurance professionals
- Portfolio, program and project consultants
- Service delivery organisations
- Public sector agencies
- Public sector assurance unit leaders
- Portfolio management and PMO leaders
- Senior risk professionals
- Senior procurement professionals
- Senior program and project team members
- Portfolio managers
- Program and project directors
- Senior program and project managers
- Senior business owners and SROs

PRE-COURSE

The recommended pre-reading for this course includes:

GLOBAL GATEWAY ASSURANCE REVIEWER GUIDE

GLOBAL GATEWAY ASSURANCE PROGRAM AND PROJECT ASSURANCE GUIDES

PROGRAMS

- Gate 0 - Business need review
- Gate 1 - Strategic business case review
- Gate 2 - Mid stage review
- Gate 3 - End stage review

PROJECTS

- Gate 0 - Business need review
- Gate 1 - Business case review
- Gate 2 - Delivery strategy review
- Gate 3 - Investment decision review
- Gate 4 - Delivery control review
- Gate 5 - Readiness for service review
- Gate 6 - Benefits realisation review

The Global Gateway Assurance Review Team Member accreditation is a prerequisite to this accreditation course.

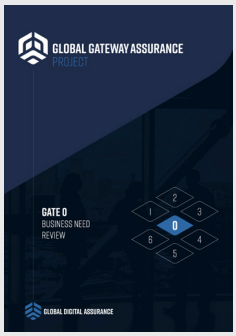
EXAMINATION INFORMATION

- Online examination
- Accessed via the Global Digital Assurance dashboard (only)
- Exam must be completed in a single session
- Unlimited examination time (common effort required is 1 hour)
- Scenario based and multiple choice questions/answers
- 100% pass mark required for accreditation
- Real-time marking and results
- Candidates who fail the exam on three (3) consecutive attempts, must retake the course, prior to resitting the examination.

SUPPORTING COURSE GUIDES

PROGRAM ASSURANCE

PROJECT ASSURANCE



COURSE MODULES & LESSONS

MODULE I. OVERVIEW & INTRODUCTION PROGRAMS

Lesson 1: An introduction to independent assurance
Lesson 2: Helping programs and projects succeed
Lesson 3: Expected learning outcomes
Knowledge: Two (2) module based questions

MODULE 2. ASSURANCE FOR THE DIGITAL AGE

Lesson 1: Techniques for modernised assurance
Lesson 2: A refresher on assurance
Lesson 3: Continuing to apply the principles of assurance
Knowledge: Five (5) module based questions

MODULE 3. SUCCESSFUL DELIVERY OF ASSURANCE REVIEWS

Lesson 1: Leading a review team
Lesson 2: Successful review team leaders and well-led reviews
Knowledge: Three (3) visual scenario knowledge refresher
Knowledge: Ten (10) module based questions

MODULE 4. SUCCESSFUL DELIVERY OF ASSURANCE REVIEWS

Lesson 1: The review initiation
Lesson 2: The planning meeting
Lesson 3: Interviews and tips for conducting interviews
Lesson 4: The report and tips for producing a successful report
Lesson 5: Some helpful do's and don'ts when briefing the SRO
Lesson 6: Finalising the review
Knowledge: Three (3) visual scenario knowledge refresher
Knowledge: Ten (10) module based questions

MODULE 5. ASSURANCE MODELS & PROCESSES

Lesson 1: Modernised assurance models
Lesson 2: Program assurance
Lesson 3: Project assurance
Knowledge: Two (2) visual scenario knowledge refresher
Knowledge: Ten (10) module based questions

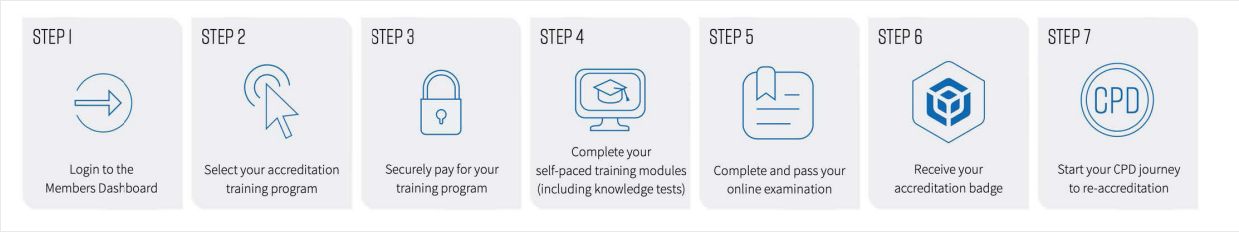
MODULE 6. CONCLUSION

Lesson 1: Benefits of independent assurance and summary

MODULE 7. EXAMINATION

Section 1: Examination overview, preparation and instructions
Section 2: Three (3) scenarios
Section 3: Thirteen (13) multiple choice questions

COURSE ONLINE ACCESS



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