



## Professional Training Programme

### Introduction to the University of York

The University is ranked in the top 10 of UK universities and in the World Top 100 universities.

The University of York was founded in 1963 with 200 students. It now has 12,000 students and over 30 academic departments and research centres. Work has started on a 285-acre campus expansion at Heslington East encompassing growth in research, spin out activity, and student numbers (particularly postgraduate and international).

The University runs a wide range of short courses, masters programmes and bespoke training and education activities for public and private sector organisations across the world.



### Professional Development from YCCSA

The York Centre for Complex Systems Analysis (YCCSA) is a wide and active collaboration across science departments (and beyond) at the University of York that has as its primary objective the development of novel mathematical and computational methods and tools for the analysis and modelling of complex systems drawn across engineering, physical, and biological sciences.

YCCSA, through its members, supports (both in terms of space, personnel and equipment) a wide range of research into complex systems, including novel hardware and software engineering, and modelling of physical and biological complex systems at multiple levels of detail.

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### Overview

We offer a range of courses including Management, Biology, Chemistry, Computer Science, Electronics, Mathematics and Sociology, please contact us to discuss your individual needs.

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## 1. Courses

The main goal of the MCP (Managing Complexity Programme) is to build managerial skills in managing complexity. To this we plan to offer a four (4) day course that will provide the following:

- provide attendees with an introduction into the fundamental concepts of managing complex projects;
- describe the transition from real business problems, through simulated field study analysis and model development;
- provide attendees with the practical experience of managing complexity to real work situations.

This will be achieved by project case studies where attendees will work in small multi-disciplinary groups covering aspects of field study analysis, design and modelling. Attendees are able to choose 4 sessions of the following themes:

- | Leadership skills
- | People management skills
- | Project and programme management skills
- | Skills for analysing and using evidence
- | Financial management skills
- | Strategic thinking skills
- | Communications and marketing skills
- | Creative and Problem Solving Skills
- | Key corporate skills
- | Ethical practice skills

These courses have been developed by representatives from industry together with academics from the University of York's – York Centre for Complex Systems Analysis (YCCSA).

Other optional courses can be arranged including Biology, Chemistry, Computer Science, Electronics, Mathematics and Sociology, please contact us for more details.

## 2. Certification

Delegates will receive a University of York (YCCSA) Certificate of Attendance



### 3. Venue

The Ron Cooke Hub - York Centre for Complex Systems Analysis, York. First day registration from 9.30am when course materials will be distributed. Refreshments from 9.30am on the first day plus two 30 minute breaks during the day and a one-hour lunch break. The course will begin at 10.00am and end at approximately 5.00pm on each day.

### 4. Course Structure

The MCP course will 8 sessions. Each session will be led by a lead academic from YCCSA, and will have an even distribution of time between the theory, practical and tutorial element, with several team building exercises. The sessions for each day will be 'centred' on a theme and will adopt a distal/proximal strategy. Each session will start with an immediate and pressing problem (proximal perspective), followed by the relevance of the subject matter and theoretical analysis (distal). At the end of each day candidates will be given a 'real-world' problem to solve as part of a syndicate exercise, which will be followed by a review session. Syndicate exercises will be hands-on workshops designed not only to enable attendees to demonstrate and improve their theoretical knowledge in the 'theme', but also be able to organize, lead and communicate project goals, objectives and deliverables in a clear and concise fashion. The attendees will be divided into groups, each assigned with an academic mentor. The role of the academic mentor will be to spend a few minutes with each group member at the outset and ensure that they understand the objectives, and then return for longer periods later to silently observe the process. All exercises will be recorded on video for analysis and feedback. Items like posters, flip charts, overheads, etc. will be provided.

Each day will conclude with a Question and Answer (Q&A) session, chaired by the lead academic. This will be conducted in an informal manner, where attendees will be invited to ask questions. It is intended to have a live broadcast of the Q&A session via the project portal, which will be developed to advertise and coordinate the activities. In addition to this, senior York academics from York will be invited to open surgery meetings at YCCSA, during lunch sessions. Attendees will be able to spend time with these academics and have general or specific discussions with them. These sessions will also provide the researchers an excellent opportunity to network and discuss issues related to the main theme of the course.

### 5. Who is this course for?

The intended audience for this course is Engineers, Scientists, Managers and other staff in hi-tech companies and organisations. In particular it is aimed at those who would like develop a comprehensive insight into the main aspects of knowledge management and to equip themselves with the practical skills to build or begin the introduction of knowledge management interventions within their organisation.



## 6. Course content

This will be an intensive day filled with a wide range of strategies and tactics for achieving higher levels of performance from existing resources. It will systematically consider each of the stages of the KM cycle (vision and search, generation, acquisition, capture, transformation, transfer, application) and assess how they relate to the organisational performance.

## 7. Accommodation and Food

Cost for B&B accommodation from £45 per night for campus accommodation

Hotel accommodation from £80 per night

Lunch and Evening meals are not included but average £5 -£15 (University)

Dinner at local Chinese restaurant can be arranged at extra cost, please contact us for details

The University accommodation provides 24 hour room service, broadband connection, porter service and catering.

## 8. Fee options

£375 - standard course fee.

£1350 - discount fee when you book four day courses.

Fees include course materials, tuition, refreshments and VAT. The price does not include accommodation.

Transfer from/to airport and excursion can be arranged at extra cost, please contact us for details.

## How to apply

If you would like to discuss your application or any part of the application process before applying, please contact: China Market Manager - Peter Zhang by [yz558@york.uk](mailto:yz558@york.uk) or 07859 392063