

Project Initiation and Start-Up Readiness Training Course

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Tokyo

AGILE LEADERS
Training Center

Project Initiation and Start-Up Readiness Training Course

Ref: 2110_254515 **Date:** 7 – 11 December 2026 **Location:** Tokyo **Fees:** 10000 Euro

Overview

Project Initiation and Start-Up Readiness Training Course is a one-week course for project managers, sponsors, PMO professionals, and workstream leads who leave with a Project Start-Up Assurance Pack. Participants convert an approved business case into a governed launch using a project charter, stakeholder analysis, scope boundaries, delivery choices, initial controls, and readiness evidence. The course addresses weak authorization, unclear roles, and premature kick-off across predictive, agile, and hybrid settings. Agile Leaders Training Center delivers this course in project initiation and start-up readiness.

Who Should Attend

- Governance teams responsible for authorizing projects and setting decision rights
- Delivery teams responsible for converting approved ideas into controlled work
- Sponsor offices responsible for benefits, resources, and escalation decisions
- PMO teams responsible for initiation standards, assurance, and portfolio alignment
- Workstream teams responsible for dependencies, assumptions, and launch coordination

The course assumes participants contribute to project initiation or approval and leaves out entry-level project terminology and certification exam preparation.

Departments and Industries

The course supports departments and industries that initiate projects under formal governance and delivery controls.

- Corporate strategy, transformation, and PMO functions
- Engineering, construction, and infrastructure delivery
- Technology, digital services, and product operations
- Public services, healthcare administration, and education
- Financial services, professional services, and manufacturing

Learning Objectives

By the end of this course, participants will be able to:

- Analyze business-case evidence for initiation decisions.
- Build a project charter with clear authority and boundaries.
- Prioritize stakeholders, assumptions, risks, and dependencies.
- Compare predictive, agile, and hybrid delivery approaches.
- Apply start-up governance and initial control arrangements.
- Evaluate launch readiness using traceable evidence.

Course Agenda

Day 1: Frame the Initiation Decision

- Business Case Evidence Review Canvas
- Project Mandate and Authorization Map
- Strategic Alignment and Benefits Traceability Grid
- Initiation Assumptions and Constraints Log
- Project Start-Up Decision Criteria

Day 2: Build the Charter and Governance

- Project Charter Development Method
- Sponsor and Project Manager Authority Matrix
- Governance Forum and Decision-Rights Map
- High-Level Scope Boundary Diagram
- Success Measures and Acceptance Framework

Day 3: Align Stakeholders and Delivery

- Stakeholder Identification and Influence Matrix
- Role Accountability Using a RACI Matrix
- Predictive, Agile, and Hybrid Delivery Selection Grid
- Communication and Escalation Pathway Design
- Kick-Off Alignment Agenda

Day 4: Establish Initial Controls

- Milestone and Deliverable Roadmap
- Risk, Assumption, Issue, and Dependency Log
- Resource and Capability Readiness Assessment
- Baseline Planning and Change-Control Outline
- Start-Up Assurance Checklist

Day 5: Practice the Launch Decision

- Suggested Exercise: Diagnose a Weak Business Case
- Suggested Exercise: Draft a Project Charter
- Suggested Exercise: Resolve Stakeholder and Role Conflicts
- Suggested Exercise: Conduct a Launch Readiness Review
- Capstone Exercise: Complete a Project Start-Up Assurance Pack

Practical Exercises

The course uses suggested activities based on fictional infrastructure, technology, and service projects.

- Suggested activity: test an approved proposal against initiation decision criteria and document unresolved assumptions.
- Suggested activity: draft authority, scope boundaries, success measures, and governance arrangements in a project charter.
- Suggested activity: map stakeholders, accountabilities, risks, dependencies, and escalation routes for a hybrid delivery case.
- Suggested activity: present a launch readiness recommendation supported by the completed assurance pack.

FAQs

Who suits project initiation and start-up readiness training, and what does it assume?

Project initiation and start-up readiness training suits professionals who authorize, govern, plan, or coordinate new projects. It assumes practical exposure to proposals, business cases, governance meetings, or project delivery.

How does project initiation training differ from general project management fundamentals?

Project initiation training concentrates on authorization, chartering, governance, boundaries, stakeholder alignment, and launch readiness. General project management fundamentals usually survey the full lifecycle at an introductory level.

What is a project start-up readiness review?

A project start-up readiness review evaluates whether authority, scope, roles, delivery approach, resources, controls, risks, dependencies, and stakeholder arrangements are sufficiently defined for a responsible launch decision.

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What belongs in a project charter for a controlled launch?

A project charter records the purpose, authority, objectives, high-level scope, success measures, key stakeholders, assumptions, constraints, major risks, milestones, governance, and the project manager's decision rights.

How should a project choose a predictive, agile, or hybrid start-up approach?

The project should compare uncertainty, delivery cadence, governance needs, stakeholder feedback, technical dependencies, and tolerance for change, then document why the selected approach fits the intended outcomes.

Conclusion

Participants take back a Project Start-Up Assurance Pack. It combines initiation evidence, the project charter, governance and accountability maps, stakeholder analysis, initial controls, and a launch readiness recommendation. The pack helps organizations replace informal starts with traceable authorization, aligned roles, bounded scope, and a defensible decision to proceed, pause, or resolve gaps.