

## Inspiring Training for Better Business Cases

### About Better Business Cases

Better Business Cases (BBC) is a systematic and objective approach to all stages of the business case development process. The Better Business Cases guidance is based on The Five Case Model shown below, a best practice approach to planning spending proposals and enabling effective business decisions. This provides a step by step guide to developing a business case, by establishing a clear case for change; setting clear objectives; considering a wide range of potential solutions; and putting the arrangements in place to successfully deliver the proposal.



### About Inspiring Projects

Inspiring Projects, a division of Aspire Australasia Pty Ltd, has been recognised by APMG International as an Accredited Training Organisation, licensed to deliver training in Better Business Cases and other Best Management Practice products. We offer training throughout the Asia Pacific region. We have had over 10 years' experience in using elements of BBC in real programmes and projects, and bring this deep experience to our courses.

### About our training

Our BBC training is designed to assist people and organisations to quickly develop the skills base and 'know-how' needed to effectively adopt and apply BBC. Our trainers and training materials are regarded as among the best available in Australasia. We incorporate the latest research in effective learning into our approaches. In support of the different ways people learn, our courses include a mixture of presentations, hands-on activities, discussions and review sessions. In addition to our accredited Foundation and Practitioner courses, we offer associated executive briefings and short courses, and workshops on specific skills needed in a support office environment.

### Additional support

We can deliver any of our courses in-house, and customise our courses to better suit your needs. We also provide ongoing coaching and mentoring support, as well as in-depth consulting and project start-up, review and rescue services.

### Contact us

To learn more about how BBC and our services can benefit you, or to register on one of our courses, or to ask for more information or a quote, call us now on 03 9015 9459, email [training@InspiringProjects.com.au](mailto:training@InspiringProjects.com.au) or visit [www.InspiringProjects.com.au](http://www.InspiringProjects.com.au).

## Better Business Cases Combined Foundation and Practitioner Course

Course Code	BBCC3
Overview	<p>This course combines our Foundation and Practitioner courses.</p> <p>The purpose of the Foundation qualification is to confirm that a candidate has sufficient knowledge and understanding of the guidance to be able to work effectively with, or as a member of, a team to develop a business case using the Five Case Model. The Foundation qualification is also a pre-requisite for the Practitioner qualification.</p> <p>The purpose of the Practitioner qualification is to confirm whether the candidate has achieved sufficient understanding of the theory and application of the Five Case Model to allow them to effectively develop and produce a business case. A successful Practitioner candidate should be able to start applying the model to a real project.</p>
Course Objectives	<p>By the end of the Foundation part of this course, delegates should understand:</p> <ul style="list-style-type: none"> <li>• The philosophy and underlying rationale of the Five Case Model, as well as the structure and key terminology of the model;</li> <li>• The different types of business case, their purpose, who is responsible for them and when they are required in the development of a spending proposal;</li> <li>• The development of the business case in relation to other recognized and recommended best practice for programme and project management;</li> <li>• Approaches to implementation and the factors to consider in sustaining progress.</li> </ul> <p>By the end of the Practitioner part of the course, delegates should be able to apply and understand how to tailor the Five Case Model effectively to the development of a business case within an organization environment supporting the approach. Specifically candidates should:</p> <ul style="list-style-type: none"> <li>• Understand the development lifecycle of a business case and the relationships between the five cases;</li> <li>• Be able to apply the steps in the business case development framework, in order to support the production of a business case, using the Five Case Model, for a given scenario.</li> </ul> <p>Candidates will be well prepared for the certification exams.</p>
Who Should Attend	<p>This course is aimed at anyone involved with, or overseeing, a project to understand the work that is necessary to prove a case for investment. In particular, key personnel involved in the preparation of service and capital related schemes. This includes:</p> <ul style="list-style-type: none"> <li>• Senior Responsible Owners (SROs), Programme Directors and Project Managers, with responsibility for the successful delivery of programmes and projects;</li> <li>• Directors of Finance, Procurement and Planning, with responsibility for the forward planning of operational aspects of a proposal;</li> <li>• Members of the Management Board (Chairman, non-executives, the CEO and other directors), with strategic responsibility for approving proposals throughout their life span.</li> </ul>
Prerequisites	<p>There are no prerequisites for the course. Candidates for the Practitioner exam must have passed the Foundation exam.</p>
Course Content	<p>This course covers the following topics:</p> <ul style="list-style-type: none"> <li>• The terms and concepts relating to the Five Case Model;</li> <li>• How each of the Five Cases are developed; the steps and the responsibilities involved;</li> <li>• Purpose of the key stages in the development and delivery of a spending proposal;</li> <li>• Purpose of a Strategic Outline Programme Case and of a Business Justification Case, and in what circumstances each should be considered;</li> <li>• Purpose of a Strategic Outline Case, an Outline Business Case; and a Full Business Case;</li> <li>• Responsibilities for the business planning process;</li> <li>• Relationship with best practice programme and project management methodologies;</li> <li>• Relationship between policies, strategies, programmes and projects and their deliverables.</li> </ul> <p>The course will have time for discussions and group exercises giving you the chance to discuss your own projects and how what the course covers can fit in your own organisation.</p>
Included with the course	<p>The Delivering Public Value from Spending Proposals document;          Delegate Workbook including activities, discussions, quizzes and sample exams;          Our Better Business Cases Desk Reference Chart;          Foundation Exam and Practitioner Exam (for certification)</p> <p>For the certification course, a pre-course pack consisting of the Pre-Course Reading Guide and the Five Cases Model document can be sent to participants who complete registration at least 10 days before scheduled course start. We do recommend that participants complete 5 hours of pre-course reading, but this is not mandatory.</p>
Delivery	<p>In-house workshop or classroom-style certification course over 3 days.          eLearning offerings available.</p>

## Better Business Cases Foundation Course

Course Code	BBCF2
Overview	The purpose of the Foundation qualification is to confirm that a candidate has sufficient knowledge and understanding of the guidance to be able to work effectively with, or as a member of, a team to develop a business case using the Five Case Model. The Foundation qualification is also a pre-requisite for the Practitioner qualification.
Course Objectives	By the end of this course, delegates should understand: <ul style="list-style-type: none"> <li>• The philosophy and underlying rationale of the Five Case Model, as well as the structure and key terminology of the model;</li> <li>• The different types of business case, their purpose, who is responsible for them and when they are required in the development of a spending proposal;</li> <li>• The development of the business case in relation to other recognized and recommended best practice for programme and project management;</li> <li>• Approaches to implementation and the factors to consider in sustaining progress.</li> </ul> Candidates will be well prepared for the certification exam.
Who Should Attend	This course is aimed at anyone involved with, or overseeing, a project to understand the work that is necessary to prove a case for investment. In particular, key personnel involved in the preparation of service and capital related schemes. This includes: <ul style="list-style-type: none"> <li>• Senior Responsible Owners (SROs), Programme Directors and Project Managers, with responsibility for the successful delivery of programmes and projects;</li> <li>• Directors of Finance, Procurement and Planning, with responsibility for the forward planning of operational aspects of a proposal;</li> <li>• Members of the Management Board (Chairman, non-executives, the CEO and other directors), with strategic responsibility for approving proposals throughout their life span.</li> </ul>
Prerequisites	There are no prerequisites for the course. Candidates for the Practitioner exam must have passed the Foundation exam.
Course Content	This course covers the following topics: <ul style="list-style-type: none"> <li>• The terms and concepts relating to the Five Case Model;</li> <li>• How the Strategic Case is developed; the steps and the responsibilities involved;</li> <li>• How the Economic Case is developed; the steps and the responsibilities involved;</li> <li>• The terms and concepts of the Commercial Case;</li> <li>• The terms and concepts of the Financial Case;</li> <li>• Understand the terms and concepts of the Management Case;</li> <li>• Purpose of the key stages in the development and delivery of a spending proposal;</li> <li>• Purpose of a Strategic Outline Programme Case and in what circumstances it should be considered;</li> <li>• Purpose of a Business Justification Case and in what circumstances it should be considered;</li> <li>• Purpose of a Strategic Outline Case;</li> <li>• Purpose of an Outline Business Case;</li> <li>• Purpose of a Full Business Case;</li> <li>• Responsibilities for the business planning process;</li> <li>• Relationship with best practice programme and project management methodologies;</li> <li>• Relationship between policies, strategies, programmes and projects and their deliverables.</li> </ul> The course will have time for discussions and group exercises giving you the chance to discuss your own projects and how what the course covers can fit in your own organisation.
Included with the course	The Delivering Public Value from Spending Proposals document; Delegate Workbook including activities, discussions, quizzes and sample exam; Our Better Business Cases Desk Reference Chart; Foundation Exam (for certification) <p>For the certification course, a pre-course pack consisting of the Pre-Course Reading Guide and the Delivering Public Value from Spending Proposals document can be sent to participants who complete registration at least 10 days before scheduled course start. We do recommend that participants complete 5 hours of pre-course reading, but this is not mandatory.</p>
Delivery	In-house workshop or classroom-style certification course over 2 days. eLearning offerings available.

## Better Business Cases Practitioner Course

Course Code	BBCP1
Overview	The purpose of the Practitioner qualification is to confirm whether the candidate has achieved sufficient understanding of the theory and application of the Five Case Model to allow them to effectively develop and produce a business case. A successful Practitioner candidate should be able to start applying the model to a real project.
Course Objectives	By the end of this course, delegates should be able to apply and understand how to tailor the Five Case Model effectively to the development of a business case within an organization environment supporting the approach. Specifically candidates should: <ul style="list-style-type: none"> <li>• Understand the development lifecycle of a business case and the relationships between the five cases;</li> <li>• Be able to apply the steps in the business case development framework, in order to support the production of a business case, using the Five Case Model, for a given scenario.</li> </ul> Candidates will be well prepared for the certification exam.
Who Should Attend	This course is aimed at anyone involved with, or overseeing, a project to understand the work that is necessary to prove a case for investment. In particular, key personnel involved in the preparation of service and capital related schemes. This includes: <ul style="list-style-type: none"> <li>• Senior Responsible Owners (SROs), Programme Directors and Project Managers, with responsibility for the successful delivery of programmes and projects;</li> <li>• Directors of Finance, Procurement and Planning, with responsibility for the forward planning of operational aspects of a proposal;</li> <li>• Members of the Management Board (Chairman, non-executives, the CEO and other directors), with strategic responsibility for approving proposals throughout their life span.</li> </ul>
Prerequisites	There are no prerequisites for the course.
Course Content	The course and examination are based on The Five Case Model, the UK government's best practice approach to planning spending proposals and enabling effective business decisions. This provides a step by step guide to developing a business case, by: <ul style="list-style-type: none"> <li>• Establishing a clear need for intervention - a case for change;</li> <li>• Setting clear objectives - what you want to achieve from the investment;</li> <li>• Considering a wide range of potential solutions - ensuring an optimal balance of benefits, cost and risk;</li> <li>• Putting the arrangements in place to successfully deliver the proposal.</li> </ul>
Included with the course	Delegate Workbook including activities, discussions and sample exam; Practitioner Exam (for certification)
Delivery	In-house workshop or classroom-style certification course over 1 days. eLearning offerings available.