



Building Capability - Delivering Results

Presented by:

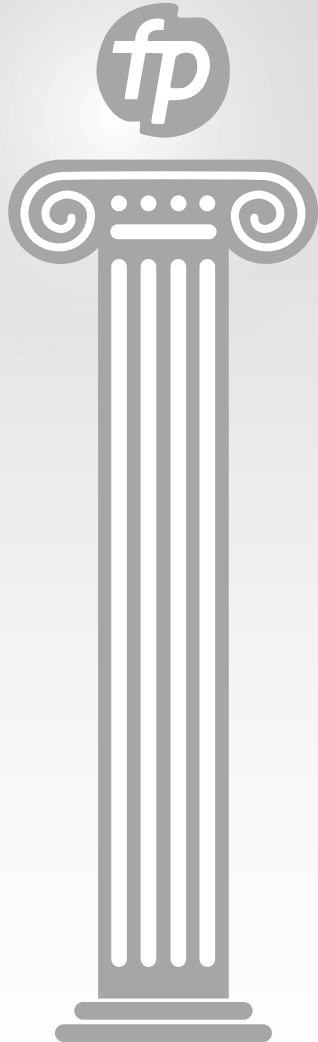
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Future Purchasing

**Overview of Future Purchasing's fundamental
and advanced training workshops....**

*Our approach is simple...
we tailor exceptional
Fundamental and Advanced
procurement training master
classes to the needs of your
business & your people using the
most dynamic & inspiring
materials, methods and trainers
available.*

We have delivered the following master classes for major global clients world-wide covering 6 core topic areas of :

- ➔ **Category management**
- ➔ **Strategic negotiation**
- ➔ **Advanced procurement skills**
- ➔ **Stakeholder engagement**
- ➔ **Supplier relationship management**
- ➔ **Procurement leadership & strategy**



Section 1: Category Management Master Classes
[Workshop Outlines](#)

Section 2: Negotiation Master Classes
[Workshop Outlines](#)

Section 3: Advanced Procurement Functional Skills Master Classes
[Workshop Outlines](#)

Section 4: Stakeholder Engagement Master Classes
[Workshop Outlines](#)

Section 5: Supplier Relationship Management Master Classes
[Workshop Outlines](#)

Section 6: Leadership & Management Master Classes
[Workshop Outlines](#)

Section 1 – Category Management Master Classes

The heartland of successful procurement is the ability to develop and implement category sourcing plans. This course covers all the tools and techniques from Future Purchasing's Smart Source toolkit.

Focus:

- Full understanding and application of Smart Source toolkit

Duration: 2 - 4 days

Participants:

- Procurement professionals responsible for strategic sourcing

Training method:

- Interactive course working on specific client categories in breakout sessions

Course Content

The main topics covered in the programme are:

- Developing a category plan
- Establishing effective project governance
- Understanding business requirements
- Supplier & supply market research
- Total cost of ownership / cost models
- Strategic analysis & generating options
- Analysing & mitigating risks
- Sourcing strategy development
- Supplier selection processes
- Negotiation planning & contracting
- Implementation and supplier transition

Course Benefits

At the end of the course delegates will be able to:

- Apply a range of tools and techniques from the Future Purchasing Smart Source toolkit
- Develop an opportunity analysis and a structured plan to tackle a category of spend
- Establish a cross functional team to focus on the sourcing of a category
- Capture all the internal & external information on requirements, categories & suppliers
- Develop a sourcing strategy for a category and understand how to get it approved
- Carry out successful supplier selection and plan for effective negotiations with suppliers



A modular approach to strategic sourcing education can be achieved with a combination of shorter courses. This course focuses on the important first step of category planning and should be the first course run.

Focus:

- Engaging internal stakeholders in category planning

Duration: 1 day

Participants:

- Procurement leaders and category managers

Training method:

- Interactive course working on specific client categories in breakout sessions

Course Content

The main topics covered in the programme are:

- Overview of business procurement strategy & plans
- Category planning process
- Business engagement
- Stakeholder identification
- Category segmentation
- Cost driver analysis
- Value lever analysis
- Opportunity prioritisation
- Category waveplan
- Internal planning

Course Benefits

At the end of the course delegates will be able to:

- Fully understand the category planning tools and templates from Smart Source Step 0
- Develop a comprehensive category plan and prioritise future sourcing activities
- Fully engage with the business in developing and agreeing the plan for the category
- Analyse cost drivers and value levers for a category
- Build an opportunity analysis matrix with stakeholders
- Develop a realistic and fully agreed waveplan of sourcing projects for the category



The heartland of successful procurement is the ability to develop and implement category sourcing plans. This course covers tools and techniques from the Smart Source toolkit, excluding category planning.

Focus:

- Full understanding and application of Smart Source toolkit

Duration: 3 days

Participants:

- Procurement professionals responsible for strategic sourcing

Training method:

- Interactive course working on specific client categories in breakout sessions

Course Content

The main topics covered in the programme are:

- Establishing effective project governance
- Understanding business requirements
- Supplier & supply market research
- Total cost of ownership / cost models
- Strategic analysis & generating options
- Analysing & mitigating risks
- Sourcing strategy development
- Supplier selection processes
- Negotiation planning & contracting
- Implementation and supplier transition

Course Benefits

At the end of the course delegates will be able to:

- Apply a range of tools and techniques from the Future Purchasing Smart Source toolkit
- Establish a cross functional team to focus on the sourcing of a category
- Capture all the internal & external information on requirements, categories & suppliers
- Analyse the potential risks for a category and plan to mitigate them
- Develop a sourcing strategy for a category and understand how to get it approved
- Carry out successful supplier selection and plan for effective negotiations with suppliers



A modular approach to strategic sourcing education can be achieved with a combination of shorter courses. This course focuses on the activities needed to develop a strategic sourcing plan for a category of spend.

Focus:

- Tools and techniques needed to develop a strategic sourcing plan

Duration: 2 days

Participants:

- Procurement professionals responsible for strategic sourcing

Training method:

- Interactive course working on specific client categories in breakout sessions

Course Content

The main topics covered in the programme are:

- Establishing effective project governance
- Planning for effective kick off meetings
- Understanding business requirements
- Supplier & supply market research
- Total cost of ownership / cost models
- Strategic analysis models
- Option generation & evaluation
- Analysing & mitigating risks
- Sourcing strategy development
- Overview of supplier selection & implementation

Course Benefits

At the end of the course delegates will be able to:

- Apply tools and techniques from Steps 1, 2 & 3 of the Future Purchasing Smart Source toolkit
- Establish a cross functional team to focus on the sourcing of a category
- Capture all the internal & external information on requirements, categories & suppliers
- Apply a number of strategic analysis models to a category of spend
- Analyse the potential risks for a category and plan to mitigate them
- Develop a sourcing strategy for a category and understand how to get it approved



The heartland of successful procurement is the ability to develop and implement category sourcing strategies. This workshop provides tools & techniques to supplement the tactical internal sourcing process training.

Focus:

- Translating market knowledge into a sourcing strategy

Duration: 2 days

Participants:

- Procurement professionals responsible for strategic sourcing

Training method:

- Interactive course working on specific categories in breakout sessions

Course Content

The main topics covered in the programme are:

- Category, supplier and supply market knowledge
- Generating strategic sourcing options
- Evaluating and prioritising options
- Pros and cons of local and global sourcing
- Risk analysis and mitigation
- Implications for sourcing strategies
- Planning for effective supplier selection
- Evaluating supplier proposals
- Weighted decision making
- Supplier rationalisation

Course Benefits

At the end of the course delegates will be able to:

- Identify the gaps in the internal & external information on needs, categories & suppliers
- Generate, evaluate and prioritise strategic options for a category
- Understand the implications of global, LCC and local sourcing
- Analyse the potential risks for a category and plan to mitigate them
- Plan for, and carry out, successful supplier selection processes
- Evaluate supplier proposals in a structured and transparent way



Section 1 – Category Management Master Classes

A modular approach to strategic sourcing education can be achieved with a combination of shorter courses. This course focuses on the supplier selection and implementation steps of the Smart Source toolkit.

Focus:

- Tools to select suppliers & implement sourcing plans

Duration: 1 day

Participants:

- Procurement professionals responsible for sourcing activities

Training method:

- Interactive course working on specific client categories in breakout sessions

Course Content

The main topics covered in the programme are:

- Planning for successful supplier selection
- Commercial principles and contracting
- Supplier conditioning
- Enquiries – RFPs & RFQs
- Use of electronic auctions
- Proposal evaluation & recommendation
- Negotiation planning
- Contract approval and award
- Supplier transition
- Project closure and review

Course Benefits

At the end of the course delegates will be able to:

- Apply tools and techniques from Steps 4 & 5 of the Future Purchasing Smart Source toolkit
- Understand the different types of supplier selection processes and when to use them
- Work with internal stakeholders to ensure supplier conditioning is effective throughout the process
- Use the appropriate mix of RFPs, RFQs and electronic auctions
- Plan for effective negotiations with suppliers and get a contract agreed and approved
- Ensure supplier transition goes smoothly and the sourcing plan is implemented successfully



This 2 day outsourcing workshop is designed to provide delegates with an in-depth knowledge of specific outsourcing tools and techniques that are in addition to the sourcing tools in category management.

Focus:

- Specific tools and techniques needed for outsourcing projects

Duration: 2 days

Participants:

- People involved in outsourcing with experience in category management

Training method:

- Interactive course with breakout sessions and the use of mini case studies

Course Content

The main topics covered in the programme are:

- Outsourcing concepts and levers.
- Maximising market competition.
- Outsourcing drivers and organisational strategy.
- Baselining and cost of operations.
- Defining internal and external process boundaries.
- Asset management and ownership.
- Creating a right sizing profile.
- Remuneration models and contract considerations.
- Analysing and mitigating risks.
- Outsourcing strategy development and approval.
- Supplier selection and transition.

Course Benefits

At the end of the course delegates will be able to:

- Apply a range of tools and techniques from the Outsourcing toolkit.
- Evaluate potential outsourcing projects to determine the drivers and organisational strategy.
- Map out the process and the boundaries between internal and external activities.
- Determine the right asset management and remuneration models for an outsourcing project.
- Develop an outsourcing strategy document for internal approval.
- Use the tools from the category management process to select and implement suppliers.





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Evaluation:



Overall evaluation from 100 delegates was **4.7** out of 5

– an exceptional score

Global Financial Services Company



“Actors were great, high energy and quality throughout the sessions. Engaging styles and real anecdotes. FP did a great job covering the technical side – pacy and informative, and the quality of the material was very high”

“The training brought to life a large number of issues that had been talked about but not seen. Providing challenging stakeholder scenarios and continued feedback was also very useful”

“Actors were very good. Able to visualise communication styles. Great trainers, very helpful, knowledgeable etc. Got to interact with colleagues I wouldn’t normally work with”

“Its been the best training I’ve been on”

“The use of actors has brought out a complete new dimension to the way trainings been delivered. Extremely interesting material”