Haward Technology Middle East

COURSE OVERVIEW PM0082
Certified Project Leader
Project Leadership, Communications & Negotiations

Course Title
Certified Project Leader: *Project Leadership, Communications & Negotiations*

Course Date/Venue
January 19-23, 2026/TBA Meeting Room, The H Hotel, Sheikh Zayed Road, Dubai, UAE

Course Reference
PM0082

Course Duration/Credits
Five days/3.0 CEUs/30 PDHs

Course Description

This practical and highly-interactive course includes various practical sessions and exercises. Theory learnt will be applied using our state-of-the-art simulators.

This course is designed to provide a solid foundation in key leadership competencies and to give the participants the opportunity for a truly transformational leadership experience.

Participants will enhance the leadership, communication and negotiation skills including setting direction, aligning people, motivating and inspiring, leading teams, communicating, building relationships, facilitating ethical conduct, negotiating and leading change. Further, this course will empower the participants through more effective negotiation based on an understanding of the differences between competitive and collaborative negotiation approaches and to gain an appreciation of the importance of a collaborative "win/win" negotiation process.

Participants will gain a clear understanding of why communication is so important regardless of how a project is organized. In addition, this course covers the leadership and teamwork; teambuilding; handling multicultural team; building relationships with internal and external stakeholders; ethics and leadership; effective communications; interdepartmental issues; effective reporting; negotiation with contractors to reach win-win situation; negotiation preparation elements, process, categories, styles, prioritize; negotiation techniques, power, influence factors, mediation skills and stages of negotiation; and facing disputes, conflicts and oppositions.

The course is carefully developed to reflect the best practices in the petroleum industry that also match the training requirements of distinguished professional organizations such as the Project Management Institute (**PMI**) and **FIDIC**. The Professional Development Units/Hours (**PDUs**) or Continuing Education Units (**CEUs**) awarded to our participants are recognized by the Project Management Institute (**PMI**) and by the International Association for Continuing Education & Training (**IACET-USA**).

Course Objectives

Upon the successful completion of this course, each participant will be able to:-

- Get certified as a *"Certified Project Leader"*

- Apply an in-depth knowledge and skills on project leadership, communication and negotiation

- Define leadership and identify successful leadership practices as well as the role and importance of motivation theories in effective project management

- Identify leadership styles using instruments

- Discuss and apply concept of situational leadership to project processes

- Lead project teams through more effective communication

- Describe predictable change stages and identify appropriate leadership strategies for each stage

- Create a leadership development plan and recognize leadership and teamwork

- Set direction and align motivate and inspire people

- Lead effective teams and control people

- List the elements of people management and organize cases in HR, workshop and resource leveling

- Identify motivational value systems to improve productivity and cooperation

- Handle multicultural teams and build relationship with internal and external stakeholders

- Manage conflict by facilitating, negotiating and leading change

- Recognize the role of business and personal ethics in leadership and effective reporting

- Determine communication requirements and link communication requirements to stakeholders

- Develop a communications plan as well as implement and control project communications

- Negotiate with contractors to reach win-win situation

- Discuss the negotiation preparation elements, process, categories, styles and prioritize

- Apply negotiation techniques, power, influence factors, mediation skills and stages of negotiation

PMI Recognition of Haward Courses

The Project Management Institute (**PMI**) recognizes Haward's Certificates and Continuing Education Units (CEUs).

The recognition and acceptance of our PDUs/CEUs fall under Categories E, F and G of PMI's "Professional Education" section at the PMP Application. Hence, what the delegates simply need to do is to complete this section as part of the PMP Application and submit it to PMI upon the receipt of Haward's certificates and ANSI/IACET's CEUs. PMI will automatically accept the delegates with 30 Contract Honors as a fulfillment of the required Professional Education.

Haward Technology, being the first **Authorized Provider** of the International Association for Continuing Education & Training (**IACET-USA**) in the Middle East, is authorized to award ANSI/IACET **CEUs** that are automatically accepted and recognized by the Project Management Institute (**PMI**).

Exclusive Smart Training Kit - H-STK®

*Participants of this course will receive the exclusive "Haward Smart Training Kit" (**H-STK®**). The **H-STK®** consists of a comprehensive set of technical content which includes **electronic version** of the course materials conveniently saved in a **Tablet PC**.*

Who Should Attend

This course provides an overview of all significant aspects and considerations of project leadership communication and negotiation for discipline-related graduates drawn from across the operating companies in the oil and gas industry in Abu Dhabi. The extent of their work experience will depend on how long they have been in the CAMS programme and in general terms they are grouped in batches according to the assignment level.

Training Methodology

All our Courses are including **Hands-on Practical Sessions** using equipment, State-of-the-Art Simulators, Drawings, Case Studies, Videos and Exercises. The courses include the following training methodologies as a percentage of the total tuition hours:-

30% Lectures
20% Practical Workshops & Work Presentations
30% Hands-on Practical Exercises & Case Studies
20% Simulators (Hardware & Software) & Videos

In an unlikely event, the course instructor may modify the above training methodology before or during the course for technical reasons.

Course Fee

US$ 5,500 per Delegate + **VAT**. This rate includes H-STK® (Haward Smart Training Kit), buffet lunch, coffee/tea on arrival, morning & afternoon of each day.

Course Certificate(s)

(1) Internationally recognized Competency Certificates and Plastic Wallet Cards will be issued to participants who completed a minimum of 80% of the total tuition hours and successfully passed the exam at the end of the course. Successful candidate will be certified as a "*Certified Project Leader*". Certificates are valid for 5 years.

Recertification is FOC for a Lifetime.

Sample of Certificates

The following are samples of the certificates that will be awarded to course participants:-

(2) Official Transcript of Records will be provided to the successful delegates with the equivalent number of ANSI/IACET accredited Continuing Education Units (CEUs) earned during the course.

Haward Technology Middle East
Continuing Professional Development (HTME-CPD)

CEU Official Transcript of Records

TOR Issuance Date: 14-Nov-24

HTME No. 74851

Participant Name: Waleed Al Habeeb

Program Ref.	Program Title	Program Date	No. of Contact Hours	CEU's
PM0082	Certified Project Leader *Project Leadership, Communications & Negotiations*	Nov 10-14, 2024	30	3.0

Total No. of CEU's Earned as of TOR Issuance Date   3.0

TRUE COPY

Jaryl Castillo
Academic Director

Haward Technology has been approved as an Accredited Provider by the International Association for Continuing Education and Training (IACET), 2201 Cooperative Way, Suite 600, Herndon, VA 20171, USA. In obtaining this approval, Haward Technology has demonstrated that it complies with the ANSI/IACET 1-2018 Standard which is widely recognized as the standard of good practice internationally. As a result of their Authorized Provider membership status, Haward Technology is authorized to offer IACET CEUs for programs that qualify under the ANSI/IACET 1-2018 Standard.

Haward Technology's courses meet the professional certification and continuing education requirements for participants seeking Continuing Education Units (CEUs) in accordance with the rules & regulations of the International Association for Continuing Education & Training (IACET). IACET is an international authority that evaluates programs according to strict, research-based criteria and guidelines. The CEU is an internationally accepted uniform unit of measurement in qualified courses of continuing education.

Haward Technology is accredited by

P.O. Box 26070, Abu Dhabi, United Arab Emirates | Tel.: +971 2 3091 714 | E-mail: info@haward.org | Website: www.haward.org

Certificate Accreditations

Haward's certificates are accredited by the following international accreditation organizations: -

- **BAC**   British Accreditation Council (BAC)

  Haward Technology is accredited by the **British Accreditation Council** for **Independent Further and Higher Education** as an **International Centre**. Haward's certificates are internationally recognized and accredited by the British Accreditation Council (BAC). BAC is the British accrediting body responsible for setting standards within independent further and higher education sector in the UK and overseas. As a BAC-accredited international centre, Haward Technology meets all of the international higher education criteria and standards set by BAC.

- **IACET PROVIDER**   The International Accreditors for Continuing Education and Training (IACET - USA)

  Haward Technology is an Authorized Training Provider by the International Accreditors for Continuing Education and Training (IACET), 2201 Cooperative Way, Suite 600, Herndon, VA 20171, USA. In obtaining this authority, Haward Technology has demonstrated that it complies with the **ANSI/IACET 2018-1 Standard** which is widely recognized as the standard of good practice internationally. As a result of our Authorized Provider membership status, Haward Technology is authorized to offer IACET CEUs for its programs that qualify under the **ANSI/IACET 2018-1 Standard**.

  Haward Technology's courses meet the professional certification and continuing education requirements for participants seeking **Continuing Education Units** (CEUs) in accordance with the rules & regulations of the International Accreditors for Continuing Education & Training (IACET). IACET is an international authority that evaluates programs according to strict, research-based criteria and guidelines. The CEU is an internationally accepted uniform unit of measurement in qualified courses of continuing education.

  Haward Technology Middle East will award **3.0 CEUs** (Continuing Education Units) or **30 PDHs** (Professional Development Hours) for participants who completed the total tuition hours of this program. One CEU is equivalent to ten Professional Development Hours (PDHs) or ten contact hours of the participation in and completion of Haward Technology programs. A permanent record of a participant's involvement and awarding of CEU will be maintained by Haward Technology. Haward Technology will provide a copy of the participant's CEU and PDH Transcript of Records upon request.

Course Instructor(s)

This course will be conducted by the following instructor(s). However, we have the right to change the course instructor(s) prior to the course date and inform participants accordingly:

Dr. Chris Le Roux, PhD, M.Com, B.Com (Hons), PMP, Industrial Psychologist (HPCSA Reg.), PMI-ATP Instructor PMI-PMP, PMI-CAPM Instructor is a **Senior Management Consultant & Project Management Professional** with over **30 years** of combined engineering, managerial, consulting, counseling, and international training experience across Africa, the Middle East, the Gulf region, and Europe. His expertise lies extensively in the areas of **Project & Contracts** Management Skills, **Project & Construction** Management, **Project** Planning, Scheduling, Cost Control, and Earned Value Management, **Project** Management (**Predictive**, **Agile**, and **Hybrid**), **PMO** setup and governance, Project Delivery & Governance Framework, **Project** Management Practices, **Project** Management Disciplines, **Risk** and **Contract** Management (including contract development, tendering, dispute resolution, and claims), **Risk** Identification Tools & Techniques, **Project** Life Cycle, **Stakeholder Management** and **Communication**, **Performance Coaching** and **Difficult Conversations**, **Project Management** Processes, **Project Integration** Management, **Project** Management Plan, **Project Work** Monitoring & Control, **Project Scope** Management, **Project Time** Management, **Project Cost** Management, **Project Quality** Management, **Quality** Assurance, **Project Human Resource** Management, **Project Communications** Management, **Leadership Orientation** Programme, **Leadership & Team** Development, Psychology of **Leadership**, **Interpersonal Skills & Teamwork**, **Coaching & Mentoring**, **Innovation & Creativity**, **Leadership & Performance** Management, **Leadership Communication**, **Leadership Excellence** for Senior Management, **Supervisory**, **Leadership**, **Coaching & Mentoring**, **Leadership**, **Communications** & Interpersonal Skills, Administrative Leadership Skills, **Office Management & Administration** Skills, **Contract** Management, **Tender** Development, **Contract** Standards & Laws, **Dispute Resolution** & **Risk** Identification, Myers-Briggs Type Indicator (**MBTI**), **Organization** Development Consultation, Advanced Debriefing of **Emotional** Trauma, **Interpersonal Motivation**, **Model Based Interviewing**, **Coaching & Motivation**, **Creative Thinking & Problem-Solving** Techniques, **Emotional Intelligence** and **Resilience**, **Presentation** Skills, **Communication & Interpersonal** Skills, Effective **Communication & Influencing** Skills, Effective **Business Writing Skills**, **Writing** Business Documents, **Business Writing** (Memo & Report Writing), Controlling Your **Time & Managing Stress**, **Crisis** Management and **Decision-Making Under Pressure**; and **Customer Experience**, **Service Excellence**, and **Negotiation Skills**, Strategic **Human Resources** Management, **Change** Management and **Organizational** Development, **Human Capital** and **Talent** Management (succession planning, performance management, competency frameworks, and behavioral assessment), **Strategic Planning** and **Execution**, Project **Risk** Analysis & Risk Management, Global Diverse & Virtual Teams Operation, Exceeding **Customer** Expectations, **Corporate Governance** Best Practice, **Business Performance** Management & Improvement, Building Environment of **Trust & Commitment**, **Win-Win Negotiation** Strategies, **Quality Improvement & Resource** Optimization, Neuro Linguistic Programming (**NLP**), **Personal Resilience** Developing, Effective Role Modelling & Development, Managing Dynamic Work Environments, Organizational Development, **Career** Management, Situation & Behaviour Analysis, Interpersonal **Motivation** Skills, **Inventory** Management and **Financial** Administration. Further, he has also led or supported Training Needs Analyses **(TNA)**, large-scale capability development programs, and leadership pipelines for technical, operational, and graduate employees. He is also well-versed in Water Supply System Security, Vulnerability & Terrorism, Integrated Security Systems, Incident Threat Characterization & Analysis, Physical Security Systems, Security Crisis, Security Emergency Plan, Command & Control System, Preventive Actions and Situation Analysis.

During his career life, Dr. Le Roux has gained his academic and field experience through his various significant positions and dedication as the **Training & Development General Manager**, **Departmental Head (Electrical)**, **Project Manager**, **Account Manager**, **Commercial Sales Manager**, **Manager**, **Sales Engineer**, **Project Specialist**, **Psychology Practitioner**, **Senior Consultant/Trainer**, **Business Consultant**, **Assistant Chief Education Specialist**, **ASI Coordinator**, **Part-time Lecturer/Trainer**, **PMP & Scrum Trainer**, **Assessor & Moderator**, **Team Leader**, **Departmental Head**, **Senior HR Consultant**, **Senior Lecturer / Academic Supervisor**, **Technical Instructor/Qualifying Technician**, **Apprentice Electrician: Signals**, **International Trainer**, and **Part-Time Electrician** from various companies and universities such as the South African Railway (SAR), Department of Education & Culture, **ESKOM**, Logistic Technologies (Pty. Ltd), Human Development: Consulting Psychologies (HDCP) & IFS, Mincon, Eagle Support Africa, Sprout Consulting, UKZN, Grey Campus, Classis Seminars and CBM Training.

Dr. Le Roux has a **PhD** in **Leadership** in **Performance & Change**, a **Master's** degree in **Human Resource Management**, a **Bachelor's** degree (with Honours) in **Industrial Psychology**, a National Higher Diploma and a National Technical Diploma in **Qualified Electrical & Mechanical Engineering** from **Germiston College**, **South Africa**. Further, he is a **Certified Project Management Professional** (**PMP**)**,** a **PMI Authorized Training Partner** (**ATP**) **Instructor**, a **Certified Associate** in **Project Management** (**PMI-CAPM**), a **Certified Scrum Master Trainer** by the VMEdu, a **Certified Instructor/Trainer** and a **Certified Internal Verifier/Assessor/Trainer** by the **Institute of Leadership & Management** (**ILM**). Moreover, he is a **Registered Industrial Psychologist** by the Health Professions Council of South Africa (HPCSA), a **Registered Educator** by the South African Council for Educators (SACE) and a **Registered Facilitator**, **Assessor & Moderator** with Education, Training and Development Practices (ETDP) SETA. He has further delivered numerous trainings, courses, seminars, conferences and workshops globally.

Accommodation
Accommodation is not included in the course fees. However, any accommodation required can be arranged at the time of booking.

Course Program
The following program is planned for this course. However, the course instructor(s) may modify this program before or during the course for technical reasons with no prior notice to participants. Nevertheless, the course objectives will always be met:

Day 1:   **Monday, 19th of January 2026**

0730 – 0800	*Registration & Coffee*
0800 – 0815	*Welcome & Introductionp*
0815 – 0830	**PRE-TEST**
0830 - 0930	***Project Leadership - An Overview*** *Define Leadership & Identify Successful Leadership Practices ● Understand Role & Importance of Motivation Theories in Effective Project Management*
0930 – 0945	*Break*
0945 – 1100	***Project Leadership - An Overview (cont'd)*** *Identify Leadership Styles Using Instruments ● Discuss & Apply Concept of Situational Leadership to Project Processes*
1100 – 1215	***Leadership & Management*** *Lead Project Teams Through More Effective Communication ● Describe Predictable Change Stages ● Identify Appropriate Leadership Strategies for Each Stage*
1215 - 1230	*Break*
1230 - 1420	***Leadership & Management (cont'd)*** *Create a Leadership Development Plan ● Leadership & Teamwork*
1420 – 1430	***Recap*** *Using this Course Overview, the Instructor(s) will Brief Participants about the Topics that were Discussed Today and Advise Them of the Topics to be Discussed Tomorrow*
1430	*Lunch & End of Day One*

Day 2:   **Tuesday, 20th of January 2026**

0730 – 0930	***Leading Effective Teams*** *Setting Direction ● Aligning People ● Motivating & Inspiring*
0930 – 0945	*Break*
0945 – 1100	***Leading Effective Teams (cont'd)*** *Leading Teams ● Communicating ● Teambuilding*
1100 – 1215	***People Control*** *Elements of People Management ● Organizing: Cases in HR, Workshop ● Resource Leveling*
1215 – 1230	*Break*
1230 - 1420	***People Control (cont'd)*** *● Learn Project Management*
1420 – 1430	***Recap*** *Using this Course Overview, the Instructor(s) will Brief Participants about the Topics that were Discussed Today and Advise Them of the Topics to be Discussed Tomorrow*
1430	*Lunch & End of Day Two*

Day 3: ***Wednesday, 21st of January 2026***

0730 – 0930	***Building Relationships*** *Identify Motivational Value Systems to Improve Productivity & Cooperation ●* *Handling Multicultural Team*
0930 – 0945	*Break*
0945 – 1100	***Building Relationships (cont'd)*** *Building Relationships with Internal & External Stakeholders*
1100 – 1215	***Managing Conflict*** *Facilitating Conflicts, Negotiating & Leading Change ● Effective Communications*
1215 – 1230	*Break*
1230 - 1420	***Managing Conflict (cont'd)*** *Interdepartmental Issues*
1420 – 1430	***Recap*** *Using this Course Overview, the Instructor(s) will Brief Participants about the Topics that were Discussed Today and Advise Them of the Topics to be Discussed Tomorrow*
1430	*Lunch & End of Day Three*

Day 4: ***Thursday, 22nd of January 2026***

0730 – 0930	***Ethics & Leadership*** *Recognize the Role of Business & Personal Ethics in Leadership*
0930 – 0945	*Break*
0945 – 1100	***Ethics & Leadership (cont'd)*** *Effective Reporting*
1100 – 1215	***Project Communications*** *Determine Communication Requirements ● Link Communication Requirements to Stakeholders*
1215 – 1230	*Break*
1230 – 1420	***Project Communications (cont'd)*** *Develop a Communications Plan ● Implement & Control Project Communications*
1420 – 1430	***Recap*** *Using this Course Overview, the Instructor(s) will Brief Participants about the Topics that were Discussed Today and Advise Them of the Topics to be Discussed Tomorrow*
1430	*Lunch & End of Day Four*

Day 5: ***Friday, 23rd of January 2026***

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0730 – 0930	***Negotiating with Contractors to Reach Win-Win Situation*** *Negotiation Preparation Elements, Process, Categories, Styles, Prioritize*
0930 – 0945	*Break*
0945 – 1100	***Negotiating with Contractors to Reach Win-Win Situation (cont'd)*** *Negotiation Techniques, Power, Influence Factors, Mediation Skills, Stages of Negotiation ● Facing Disputes, Conflicts & Oppositions*
1100 – 1215	***Case Study (Draw All the Internal/External Stakeholders for Your Project); At Least Explain 2 Stakeholders***
1215 – 1230	*Break*

1230 – 1300	**Role Play (Negotiating with Contractors)**
1300 – 1315	**Course Conclusion** *Using this Course Overview, the Instructor(s) will Brief Participants about the Course Topics that were Covered During the Course*
1315 – 1415	**COMPETENCY EXAM**
1415 – 1430	*Presentation of Course Certificates*
1430	*Lunch & End of Course*

Simulator (Hands-on Practical Sessions)

Practical sessions will be organized during the course for delegates to practice the theory learnt. Delegates will be provided with an opportunity to carryout various exercises using the "Mindview Software", "Raidlog Simulator" "Visio Software", "ChatGPT" and "PMI Infinity".
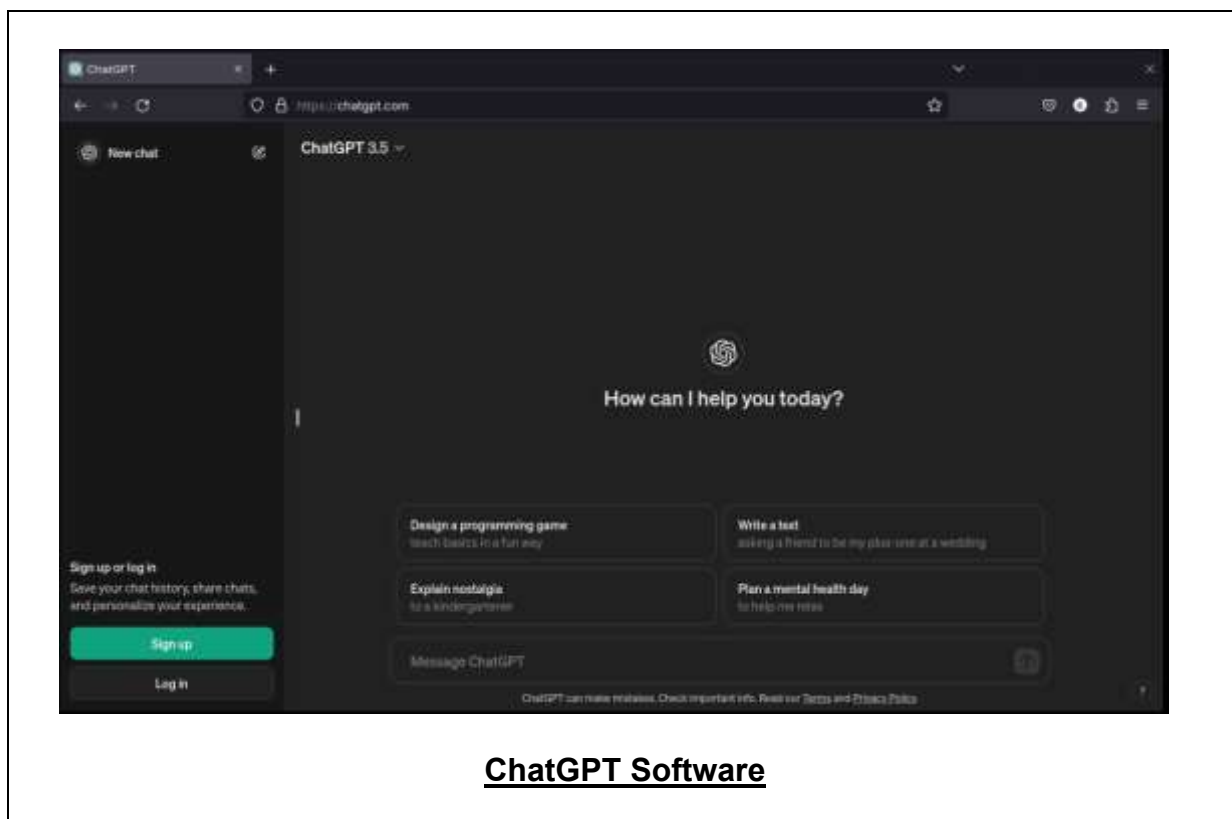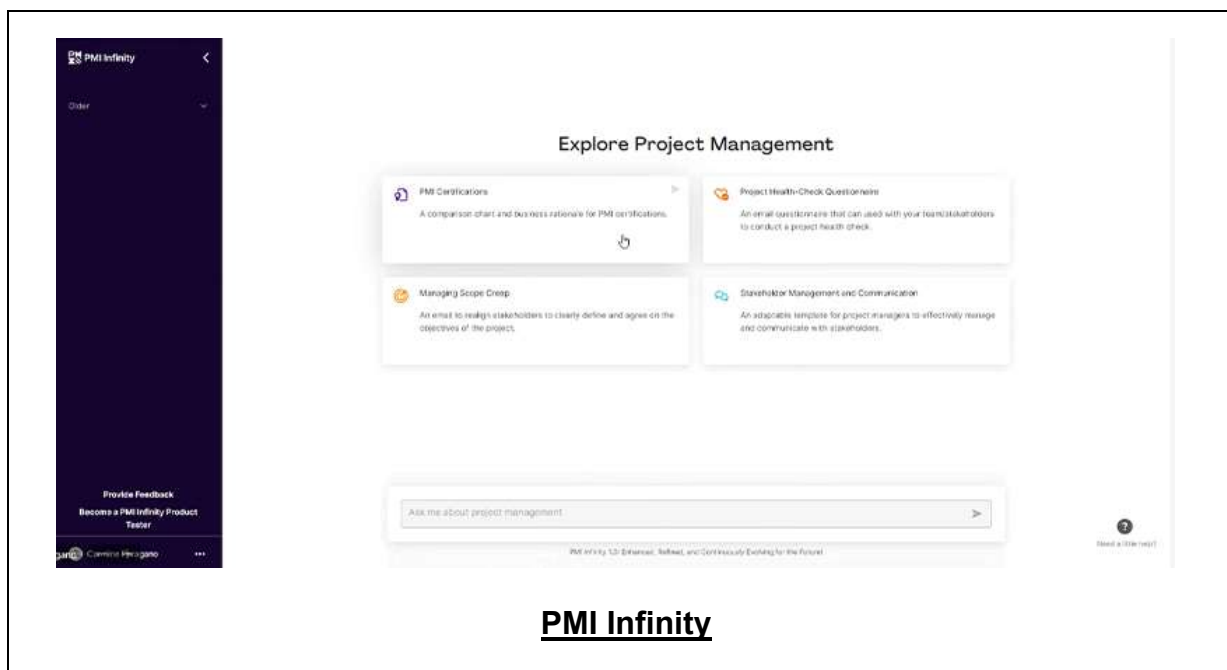

Mindview Software
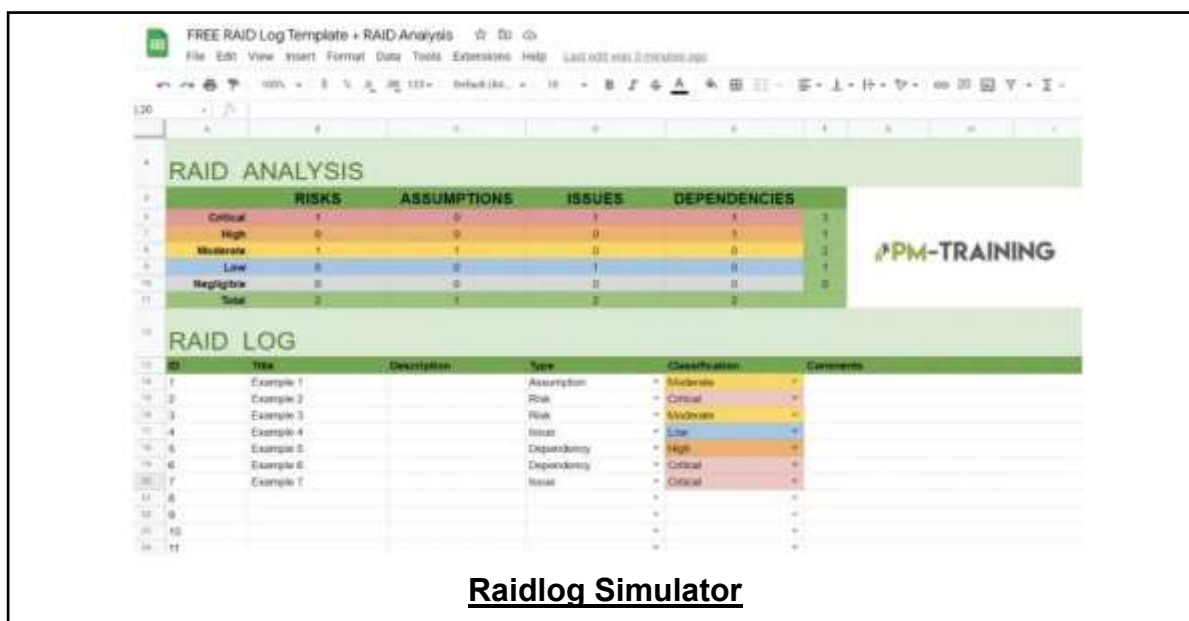
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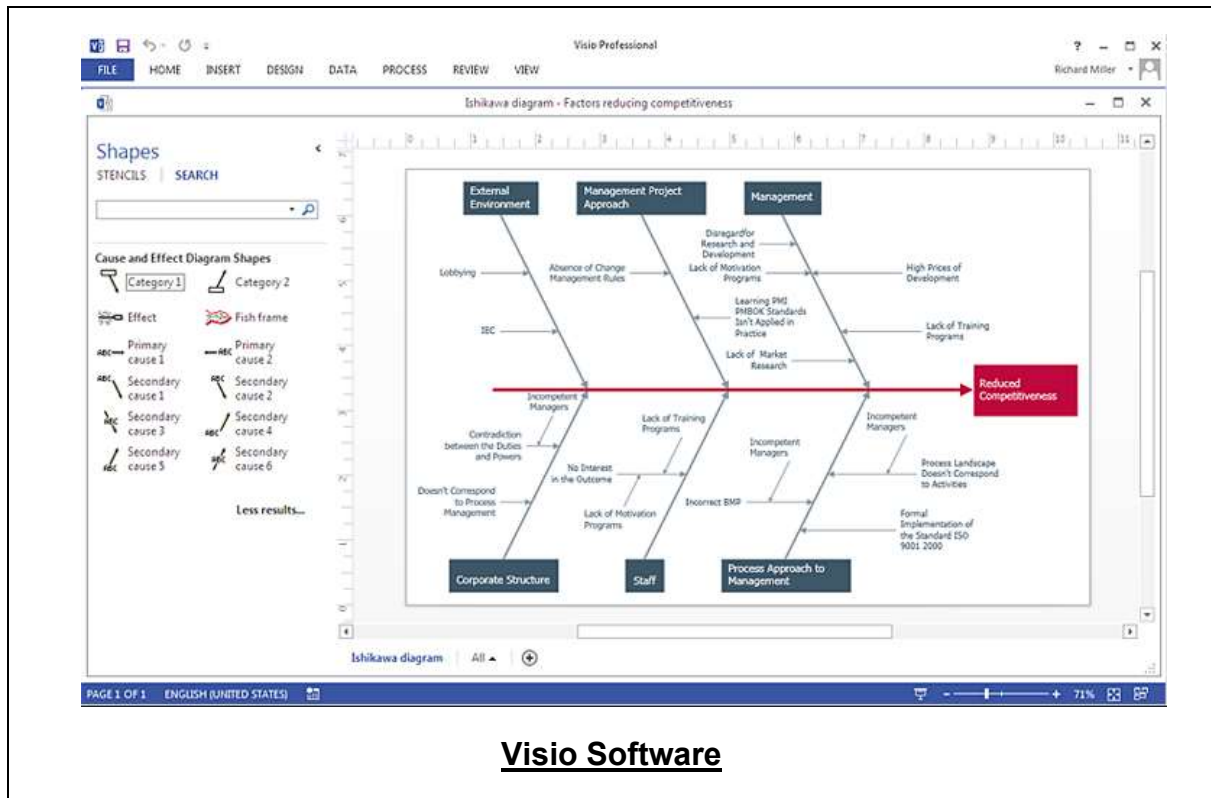
Visio Software

ChatGPT Software

PMI Infinity

Course Coordinator
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