Delegates must bring laptop to course

**Course Benefit**

Participants will be able to:
- Analyse systems and sub-systems in government
- Define an ideal management framework for a given system or systems
- Develop an audit framework for a given focus area

**Course Objective**

To facilitate an understanding of government structures, systems and sub-systems as well as best practice management (outcome: to be able to identify best practice management for a given focus area)

To facilitate an understanding of the role of research when developing an audit framework (outcome: to be able to conduct research for a specific focus area)

To facilitate an understanding of how to identify best practice management and use that as basis for the development of an audit programme (outcome: to be able to develop and audit programme)

**Course Content**

The course will cover various aspects of the public administration and management, including:
- An overview of the performance audit methodology
- The macro-, intermediate and micro environment
- Government structures
- Basic public management functions (policy, planning, organising, coordination, monitoring, evaluation, reporting)
- Generic administrative functions (policy-making, personnel provision, financing)
- Enabling or instrumental activities (File and documents management, E-communication, change management)
- Auditing of economy
- Auditing of efficiency
- Auditing of effectiveness
- Auditing of project management

**Assessment**

Case studies will be done throughout the course and multiple choice questions will be completed and marked after each session.

A 10% group discount will apply to organisations placing a simultaneous booking for 2 or more registrants.

Please click here for [general course information](#).

Delegates are also requested to review the content and the levels of the courses presented before booking, to ensure they are attending the right course.