



## TRAINING SEMINAR BY ABW AUSTRALIA

COURSE TITLE: HOW TO DEVELOP AN IMPLEMENTATION  
PLAN FOR ABW (ACTIVITY BASED WORKING)

COURSE CODE: 14102ABW

alternative  
workplace  
strategy  
& change  
management  
consultants

Course Descriptor:

How to Develop an Implementation Plan for ABW (14101ABW)

So you understand Activity Based Working and you feel it’s right for your organisation, but what do you do next?  
How do you implement Activity Based Working?  
How do you ensure that you don’t cause chaos in the workplace?

Find out all of these answers and more in our half day seminar on **How to Develop an Implementation Plan for Activity Based Working.**  
**Can you afford to get it wrong?**

Location:

Start Date:

Duration:

Status:

Perth, WA  
TBA  
4 hours (1/2 day)  
Available

Venue Address: The WACA

SCHEDULED SEMINAR LOCATIONS	FUTURE LOCATIONS
Sydney, NSW	Brisbane, QLD
Melbourne, VIC	Adelaide, SA
Perth, WA	Canberra, ACT
	Auckland, NZ

# COURSE OUTLINE

Activity Based Working methodology has seen a rapid rise in popularity in recent years. This workplace strategy has seen documented evidence in helping companies to achieve:

## INCREASED PRODUCTIVITY

- 71% of staff reported an increase in performance;
- 55% of staff reported being more productive;
- staff reported they have better access to managers & work colleagues; and
- sick leave decreased from 9% to 2.5%.

## COMPANY SAVINGS

- 50% less space requirement;
- 33% less construction & equipment costs; and
- cleaning & maintenance costs reduced.

## IMPROVED COMPANY CULTURE

- 90% reported an increase in collaboration;
- a reported increase in camaraderie & collegiality;
- improved staff satisfaction ratings; and
- 93% said they wouldn't go back to old way of working.

But how do you implement Activity Based Working strategy in your organisation to achieve these benefits. Find out how at our half day course on **How to Develop an Implementation Plan for Activity Based Working**.

# WHAT WILL DELEGATES LEARN?

Starting with some assumed knowledge of the concept and methodology behind ABW as articulated in our seminar an **Introduction to Activity Based Working**, this seminar lays out the methodology to plan and implement a transitional shift to Activity Based Working in your workplace.

## LEARNING OUTCOMES:

- Cultural assessment
- Management assessment
- Staff assessment
- Building Assessment
- Stakeholders Management
- Infrastructure and Technologies assessment
- Plan Development
- Implementation strategy
- Handling the Change
- Milestones and Events
- The lead up to D-day
- D-day activities
- Post Occupancy assessment
- ABW Triage
- The next step

# FEES

**How to develop an Implementation Plan Activity Based Working seminar** AUD \$450 + GST per person

Group Discounts are also available (for Credit Card payments)

- 2 delegates - save 10%
- 5 delegates - save 25%

## RUN THIS COURSE AT YOUR OFFICE

If the training dates do not suit your company we also provide this course in a workshop format for internal delivery.

**\*Minimum six (6) attendees required for onsite program.**

# WHO SHOULD ATTEND?

**How to Develop an Implementation Plan for Activity Based Working seminar** has been designed for all people who have a responsibility to manage staff and or devise workplace strategy for their organisations including:

Managers	Executives
Human Resources Managers	Facility Managers
Asset Managers	Office Managers
Practice Managers	Administration Managers
Operations Managers	Customer Service Managers
Business Owners	Building Maintenance Managers
Partners	Directors

## HOW WILL THE COURSE BE DELIVERED?

**How to Develop an Implementation Plan for Activity Based Working seminar** has been devised in alignment with Adult Learning Principles. This course will be facilitated by an experienced trainer in the field with real world experience.

## HOW DO I REGISTER?

To register your interest in **How to Develop an Implementation Plan for Activity Based Working seminar (Code: 14102ABW)**, please complete the course sign up form attached or visit [www.abwaustralia.com.au/seminars](http://www.abwaustralia.com.au/seminars) and sign up today.

## THE NEXT STEP?

**How to Develop an Implementation Plan for Activity Based Working seminar (Code: 14102ABW)** is linked to:

**How to Effectively Manage Workplace Change and Transition. ( code: 14101WC)**  
**Introduction to Workplace Strategy ( code: 14101WS)**

These ABW Australia Seminars can also be registered for through our website [www.abwaustralia.com.au/seminars](http://www.abwaustralia.com.au/seminars).

# SEMINAR BOOKING FORM

Thank you for your interest in our **ABW Australia** seminar, please select from the seminar listings below which one you would like to register for:

(If we do not yet have a seminar date advertised for your city, please contact us today and we will advise you as soon as a date becomes available in your area.)

Seminar Name	Course Code	Seminar Date & Location	Seminar price (per person) excluding GST	Number of Attendees
Introduction to ABW (Activity Based Working)	14101ABW	The WACA Perth, WA 12 <sup>th</sup> Feb 2014	AUD \$450.00	
How to Develop an Implementation Plan for ABW	14102ABW	The WACA Perth, WA TBA	AUD \$450.00	
How to Effectively Manage Workplace Change & Transition	14101WC	Sydney, NSW TBA	AUD \$450.00	
Introduction to Workplace Strategy	14101WS	Brisbane, QLD TBA	AUD \$450.00	
Plan, Design & Build Workshop (2 days)	14101PDB	Perth, WA TBA	AUD \$1250.00	
Leadership for A New Age	14101L	Auckland, NZ TBA	AUD \$450.00	
Alternative Working Strategies Explained	14101AWS	Melbourne, VIC TBA	AUD \$450.00	
Workplace Design and Optimization	14101WDO	Canberra, ACT TBA	AUD \$450.00	

To ensure your place in our next seminar please fill out the payment information below:

Name on Card:	<input type="text"/>	Attendees Names:	<input type="text"/>
Company Name:	<input type="text"/>		<input type="text"/>
Credit Card Number:	<input type="text"/>		<input type="text"/>
<small>Visa or MasterCard only</small> Expiry Date:	<input type="text"/>		<input type="text"/>
CCV Number:	<input type="text"/>		<input type="text"/>

Email completed forms to: [bookings@abwaustralia.com.au](mailto:bookings@abwaustralia.com.au)

Once payment has been received a confirmation email with further details will be sent to you.

Should you require any additional information please contact us at [info@abwaustralia.com.au](mailto:info@abwaustralia.com.au) or (02) 6223 2220 Australia wide.