

TOOLS & PRACTICES – Some practices & tools for upstream purchasing

Level:	Intermediate	Fee : € 450
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e-Modules' titles	Objectives	Content
TCO	This module aims at understanding specific Purchasing tools & practices: - what TCO is - locating & handling costs with TCO	1. What is TCO? 2. Locating costs 3. Handling costs
FUNCTIONAL ANALYSIS	This module aims at understanding specific Purchasing tools & practices: - Functional Analysis & its benefits - the difference between a functional & a technical specification	1. Functional analysis definition 2. Types of functions 3. Functional analysis steps 4. Customer satisfaction & value
FUNCTIONAL ANALYSIS (Lev2)	This module aims at understanding cost-related tools for better price-reduction negotiations: - relationship between product lifecycle & functional analysis - functional vs non-functional requirements	1. Product lifecycle 2. Functional analysis 3. Functional specification
TARGET COSTING & CONCEPT OF VALUE	This module aims at understanding cost-related tools for better price-reduction negotiations: - how the target costing process contributes to creating value - creating value thanks to value engineering & value analysis	1. What is Target Costing? / Target Costing process 2. Target Costing – selling price 3. Target Costing – should costing 4. Target Costing – value-based costing 5. Brief on Value Analysis / Value Engineering
HOW TO COMMUNICATE WITH STAKEHOLDERS	This module aims at understanding some tools & practices for upstream Purchasing: - how to communicate with stakeholders - identifying & adapting communication based on their positions	1. How to communicate with stakeholders 2. Stakeholder positions
PROJECT MANAGEMENT	This module aims at understanding how Purchasing interacts with some key environmental elements: - defining the role of Purchasing in a project - discovering various basic templates to use in project, or to define it	1. What & Why Project Management 2. Project Management process 3. Tools: WBS & Critical Path 4. Tools: RACI & Burndown Chart 5. Specific project management environments