

# PROFESSIONAL

APM Project  
**Professional**  
Qualification 2nd edition

**Sample Candidate Brief Scenario 3**

## General Notes

Time allowed **10 minutes** preparation time, **20 minutes** assessment.

You may refer to the case study during the time allocated for the scenario.

You may make notes during your preparation time and during the assessment.

This assessment is worth a total of 20 marks.

## Candidate Brief

The candidate brief provides an additional scenario that is based on the case study "Whiteline Domestic".

Read the candidate brief thoroughly, you have 10 minutes to prepare.

You will take on the role of the project manager during the scenario.

One assessor will take on the role of Will Rome from the case study, while the second assessor observes the meeting.

## Learning Outcomes

Communicate effectively with stakeholders to achieve a project's objectives.

Resolve problems taking a logical approach to the problem-solving process.

## Problem Statement

It is the end of your first week as project manager of this project. It has only taken a short amount of time for you to realise that the failure to finalise a seating plan has become a major source of distraction for most of the managers and their staff. Aside from the obvious manoeuvring, this has become a daily topic of conversation which is impacting morale and performance.

## Project Impact

Office relocations can be emotive subjects and staff may become particular about their territory as they try to maintain their 'status'. Aside from the move to open plan offices, which has not been a popular choice, many of the staff have managed over the years to secure their own level of comfort and are expecting the same at the new location.

This issue has become the most talked about part of the project, with both staff and their managers discussing this openly. This was not the reaction expected, it was hoped managers would act as champions for the project. A lack of project communication has left staff forming their own conclusions.

Capacity has dipped lower than anticipated and Will Rome is becoming concerned that this may be due, in part, to a loss of focus and reduced morale. The project is four weeks from moving the top floor and a potential further loss of capacity would be very serious. This is impacting the mood towards the overall project which was initially buoyant. There are also some rumours of existing staff considering their futures and Will doesn't want this to escalate.

In order to return the focus both to the ongoing operation of the business and to delivering the project successfully, you recognise the need to create certainty for all involved and remove this distraction.

## Task

Will Rome wants to meet you to discuss how you will resolve the issues related to the desk allocations and how this will be communicated to stakeholders to gain their buy-in. Your task is to agree how to resolve the problem with him and ensure the project continues to move at pace without any unnecessary distractions.

**Notes**

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