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COURSE BROCHURE

# Institutional Performance Improvement and Results Review Training Course

20 – 24 September 2027
Vienna

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Registered in the United Kingdom and Saudi Arabia

# Institutional Performance Improvement and Results Review Training Course

**Ref:** 3193_121417 **Date:** 20 – 24 September 2027 **Location:** Vienna **Fees:** 5900 GBP

Institutional Performance Improvement and Results Review is a 1-week training course for strategy, planning and performance office staff who must show how institutional strategy turns into measurable results, and who leave with an institutional results scorecard and a quarterly review routine. Boards and funders now ask institutions to prove outcomes, not activity. Jupiter Prime Training runs this course on Institutional Performance Improvement and Results Review.

## Why Institutional Performance Improvement and Results Review Matters Now

Three pressures shape institutional results today. Governing boards want fewer, sharper indicators that explain whether strategic objectives are moving. Service users and customers judge institutions on the outcomes they feel, not on the number of initiatives launched. Finance teams want evidence that spending buys results before they renew budgets. An institution that links outcome chains to honest targets and disciplined reviews corrects course early; one that reports activity drifts and loses the trust of funders and users.

## Who Gains Most from Institutional Performance Improvement and Results Review

- Staff who translate strategic objectives into outcome statements and indicator sets
- Analysts who collect, validate and interpret results evidence for leadership
- Coordinators who prepare and run periodic performance review meetings
- Unit representatives who report their department's contribution to institutional goals
- Officers who track improvement initiatives from approval to measurable effect

A strategy or performance office gains most when several of its members attend together and agree one shared language for outcomes, indicators and review decisions.

## Institutional Performance Improvement and Results Review Capabilities

Participants move from listing activities to tracing how each initiative changes a measured outcome.

- Build outcome chains from inputs to long-term results — strategic objective owners
- Design indicators with clear definitions, sources and baselines — data stewards and analysts
- Set stretch and realistic targets using trend and peer evidence — executive sponsors
- Assess performance gaps and their root causes — unit heads deciding corrective action
- Communicate results through concise scorecard narratives — boards and governing committees
- Apply a quarterly review cycle that ends in recorded decisions — the strategy office

## Key Institutional Performance Improvement and Results Review Terms

- Outcome chain — the logical sequence linking resources and activities to outputs, short-term outcomes and long-term institutional results.
- Leading indicator — a measure that signals likely future results early enough for managers to act before outcomes are affected.
- Lagging indicator — a measure of results already achieved, such as service satisfaction or completion rates, confirming whether objectives were met.
- Baseline — the measured starting value of an indicator, used as the reference point for targets and later comparison.
- Indicator passport — a one-page definition record stating an indicator's formula, data source, owner, frequency and known limitations.
- Performance gap — the difference between the target and the actual value of an indicator, prompting analysis and corrective action.

## Institutional Performance Improvement and Results Review Day by Day

### Day 1: From Strategy to Intended Results

- Strategic Objective Statements — Which Results the Institution Commits To
- Outcome Chain Mapping — How Initiatives Should Change Outcomes
- Stakeholder Expectation Mapping — Whose Results Matter Most and Why
- Output Versus Outcome Distinction — What Counts as Real Progress
- Results Hierarchy Alignment — Linking Unit Goals to Institutional Objectives

### Day 2: Designing Indicators That Tell the Truth

- Indicator Selection Criteria — Relevance, Clarity and Cost of Measurement
- Leading and Lagging Indicator Pairing — Early Warning Versus Confirmed Results
- Indicator Passport Drafting — Definitions, Formulas, Owners and Data Sources
- Data Quality Checks — Accuracy, Timeliness and Completeness of Evidence
- Baseline Measurement Methods — Fair Starting Points for Each Indicator

### Day 3: Setting Targets and Reading Gaps

- Trend and Peer Benchmark Analysis — Realistic Ambition for Each Target
- Target Trajectory Design — Annual and Quarterly Milestones Toward Results
- Threshold and Tolerance Bands — When a Variance Needs Escalation
- Root Cause Analysis of Gaps — Separating Symptoms From Underlying Causes
- Initiative Contribution Assessment — Which Projects Actually Move Indicators

### Day 4: Running Results Reviews and Improvement Decisions

- Quarterly Review Agenda Design — Focus on Decisions Rather Than Reports
- Scorecard Narrative Writing — Explaining Results to Boards in Plain Words
- Corrective Action Logs — Owners, Deadlines and Follow-Up Evidence
- Initiative Reprioritisation — Stopping, Scaling or Redesigning Weak Initiatives
- Learning Reviews After Missed Targets — Turning Shortfalls Into Improvement

## Day 5: Practising the Institutional Results Scorecard and Quarterly Review Routine

- Outcome Chain Refinement for a Chosen Objective — Testing Day One Logic
- Indicator Set and Passport Review — Peer Challenge of Day Two Designs
- Target and Tolerance Calibration — Applying Day Three Methods to Real Data
- Simulated Quarterly Review Meeting — Practising Day Four Decision Routines
- Institutional Results Scorecard and Quarterly Review Routine — Final Assembly and Presentation

## Applying Institutional Performance Improvement and Results Review After the Course

- Redraw one objective's outcome chain with its owner, replacing activity counts with two passported outcome indicators.
- Run the next quarterly review with a decision agenda and corrective action log.

## Institutional Performance Improvement and Results Review Questions FAQ

### What is Institutional Performance Improvement and Results Review and why does it matter now?

It is the discipline of linking institutional strategy to measurable outcomes and reviewing them regularly to decide improvements. It matters now because funders expect proof of results before renewing support.

### Which roles gain most from Institutional Performance Improvement and Results Review?

Strategy, planning and performance office staff gain most, along with analysts and unit representatives who report results. Examples come from hospital outpatient services and retail customer operations.

### How does Institutional Performance Improvement and Results Review differ from an employee appraisal course?

It focuses on the results of the whole institution and its units, not on rating individual staff. You work with outcome chains and indicator passports, not appraisal forms.

### What do you bring back from Institutional Performance Improvement and Results Review?

You bring back a draft institutional results scorecard for one strategic objective and a quarterly review routine with an agenda, tolerance bands and a corrective action log.

## Institutional Performance Improvement and Results Review: The Way Forward

The institutional results scorecard and quarterly review routine first inform which initiatives deserve continued funding at the next review. Strategy offices, objective owners and governing committees use it together. After its first use, revisit the outcome chains and tolerance bands: early reviews often show that some indicators measure effort rather than results and need replacing with sharper outcome measures.