

Duration 2 Days (no exam)

TC1190

OVERVIEW

To be successful, organisations must evolve and this means improving how they run their business on a daily basis (business as usual), and adapting to emerging demands and expectations.



Portfolio Management helps organisations make decisions about implementing the right changes to business as usual; those changes are delivered via projects and programmes.

Management of Portfolios (MoP™) approaches the management of change projects and programmes from a strategic viewpoint. It provides an overview of all change activities including what is in the portfolio, what it is costing, what risks are faced, what progress is being made, and what the impact is on business as usual and the organisation's strategic objectives.



The benefits of MoP™ for organisations include:

- Improved strategic contribution – more of the 'right' projects are undertaken.
- Removal of redundant, duplicate and low value adding projects and programmes.
- More effective implementation of projects and programmes via management of constraints, risks and dependencies.
- More efficient utilisation of scarce resources including skilled project/programme managers.
- Improved accountability and corporate governance.

WORKSHOP OBJECTIVE

This workshop is about providing an understanding of:

- The Portfolio Management cycles, practices and techniques and the organisational context within which they operate
- Effective approaches to investment identification, categorisation, prioritisation and selection
- How project and programme success can be enhanced by adopting a Portfolio perspective to delivery
- The opportunity to demonstrate sufficient knowledge and understanding to work as an informed member of a Portfolio Office or in a range of Portfolio Management roles.

LEARNING OUTCOMES & FACILITATION

All workshops may be conducted onsite or at our premises, with experienced facilitators providing group and/or individual instruction.

Training is provided through hands-on learning, relevant exercises and the provision of a participant handbook. All course materials are provided.

WHO IS THIS FOR - PREREQUISITES

There are no pre-requisites for the 2 day Management of Portfolios (MoP™) workshop. Completion of the 2 day Management of Portfolios (MoP™) workshop (TC1190) is required to progress to MoP Foundation Preparation

This workshop is designed for:

- Members of Management Boards and Directors of Change
- Programme and Project Sponsors
- Portfolio, Programme, Project, Business Change and Benefits Managers;
- Business Case writers and Project appraisers;
- Those in other functions/departments with a role in delivering strategic objectives.

PRE-COURSE WORK

There is no pre-course requirement

Examinations & Certification

PM-Partners group is a Global PMI (Project Management Institute) Registered Education Provider.

14 Professional Development Units

Participants who have been awarded the Project Management Professional Certification (PMP®) by the Project Management Institute are eligible to earn 14 PDU's for participation in the Management of Portfolio (MoP™) workshop and 7 PDU's for participation in the MoP™ Foundation Preparation workshop.



There is no exam for this workshop

WORKSHOP CONTENT SUMMARY

Overview and Principles

Introduction to MoP™

- Where it fits within the existing OGC Best Management Practice Guidance
- Purpose and scope
- Defining portfolios and portfolio management
- Objectives and benefits of portfolio management

Implement, Sustain and Measure

- 3 broad approaches to implementing portfolio management
- Assessing portfolio management maturity and impact

Strategic and Organisational Context

- How portfolio management can coordinate with the following to deliver strategic objectives
- BAU
- Strategic planning
- Resource allocation and budgeting
- Project and programme management
- Performance management

Portfolio Management Principles

- Senior management commitment
- Governance alignment
- Strategy alignment
- Portfolio office
- Energised change culture

Portfolio Definition Cycle

- Understand, Categorise, Prioritise, Balance and Plan

Portfolio Delivery Cycle

- Management control, Benefits management, Financial management, Risk Management, Stakeholder engagement and Organisational governance

Roles

- Portfolio Direction Group (PDG) or Investment Committee (IC)
- Portfolio Progress Group (PPG) or Change Delivery Committee (CDC)
- Business Change Director or Portfolio Director
- Portfolio Benefits Manager

Documentation

- Portfolio Management Framework
- Portfolio Strategy
- Portfolio Delivery Plan
- Portfolio Benefits Management Framework
- Portfolio Benefits Realisation Plan
- Portfolio Financial Plan
- Portfolio Resource Schedule
- Portfolio Stakeholder and Communication Plan
- Portfolio Dashboard