Project Portfolio Management

Course Code: 1590   **Course Duration:** 3 days

How do you handle having multiple projects assigned to you? How do you sort out the priorities and make sure projects are executed efficiently and at the right time? The primary objective of the *Project Portfolio Management* learning experience is to help organizational leaders identify, evaluate, select and prioritize the right projects at the right time, to best align the organizational assets with its strategic objectives.

Course Description: This is a three-day, instructor-led training class designed to introduce participants to the fundamental and advanced concepts of managing a project portfolio. The course structure effectively combines introductory lecture and discussion with hands-on application of portfolio management principles, tools and techniques through applied case study exercises.

Topics List:

- Portfolio management terminology
- Project identification and categorization
- Project selection
- Portfolio monitoring and control
- Portfolio risk management

- Portfolio management strategy
- Project evaluation
- Project prioritization
- Portfolio reporting
- Best practices

Outline

1. Introduction to Portfolio Management
    a. Organizational Assessment
    b. Portfolio Terminology and Definitions
    c. Benefits of Project Portfolio Management
    d. Key Assumptions
2. Portfolio Management Process Overview
    a. Organizational Strategy Link
    b. Organizational Governance Link
    c. Operations Management Link
    d. Portfolio Stakeholders
    e. Organizational Influences
    f. Portfolio Process Groups
3. Portfolio Aligning Process Group
    a. Identification and Categorization
    b. Evaluation and Selection
    c. Prioritization
    d. Balancing and Authorization

4. Portfolio Monitoring and Controlling
    a. Periodic Review and Reporting
    b. Strategic Change
    c. Portfolio Risk Management
    d. Rebalancing

Who Should Attend: Portfolio managers, project managers, managers of project managers, senior project/program managers, PMO leaders, resource managers, executives and individuals responsible for project selection and prioritization.