

Executive's Guide to Project Portfolio Management

Course Summary

Description

PPM is a business process of some complexity and with many participants. It is essential that we define it well so that only the highest value projects are funded and every project is given what it needs to succeed. This course explains the PPM process, level sets expectations and provides opportunity for the management team to develop many of the processes and governance structures they need for successful implementation of Business Strategy. Executive's Guide to Project Portfolio Management is field tested and highly effective.

Objectives

At the end of this course, students will be able to:

- Understand the reasons for project failure and success
- Understand why project success is not enough
- Leverage People, Process and Tools
- Understand the promise of PPM
- Understand the role of formal project management in PPM
- Understand steps for improving the PPM process
- Understand the power of a PPM charter
- Understand the role of the Executive Team in PPM
- Define a Portfolio
- Understand primary business processes of PPM
- Choose the right projects at the right time
- Fund projects effectively
- Manage portfolio risk
- Manage change in PPM
- Report on portfolio results
- Manage PPM Implementation as a project.
- Gain organizational adoption of your new PPM process

Topics

- What is PPM?
- Fundamental PPM Concepts
- Sources of Project Failure and Success
- Why project success is not enough
- PPM Roles and Responsibilities
- Promise of PPM
- Role of formal Project Management in PPM
- People, Process and Tools
- The power of a PPM Project Charter
- Organizational Impact of PPM
- Prerequisites of PPM
- PPM Process Groups
- The PPM Process – Overview
- Portfolio Definition Process
- Stakeholders & Governance
- Project Identification & Categorization
- Using the Project Register
- Evaluating Projects
- Selection Criteria & Scoring
- Evaluation Tools and Techniques
- Importance of Estimates
- Project Selection and Prioritization
- How to Fund Projects Effectively
- Managing Risks to the Portfolio
- Managing the Portfolio
- Stakeholder Communication
- Reporting on Portfolio Results
- Managing the PPM process
- PPM Implementation as a Program
- PPM Milestones
- Gaining Organizational Adoption of your new PPM Process

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Course Summary (cont'd)

Audience

This course is ideal for new Portfolio Managers; anyone who uses projects to execute Business Strategy; CEO, CFO, CIO, other Senior Executives; PMO Directors; Functional Managers and Executives with project responsibility; and anyone who is considering implementing formal Project Portfolio Management.

Prerequisites

This course does not require any prior project training or special knowledge; although a basic understanding is helpful for some of the exercises.

Duration

Three days