

## **Project Portfolio Management: What Every Executive Must Know**

### **Course Summary**

#### **Description**

This course explains how to optimize PPM. It describes steps you can take to ensure that only the highest value projects receive funding. Participants review governance options, the details of project selection and the need for measurement of business value. They are shown the ingredients for a project environment that ensures every project is fully supported and given what it needs to succeed. Project Portfolio Management: What Every Executive Must Know shows you how to maximize the return from your project budget?

#### **Objectives**

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

- Understand why project success is not enough
- Understand the promise of PPM
- Understand the role of formal project management in PPM
- Understand the steps for improving the PPM process
- Understand the power of a PPM charter
- Understand the role of the Executive Team in PPM
- Understand primary business processes of PPM
- Choose the right projects at the right time
- Report on portfolio results
- Understand the considerations for formal PPM implementation

#### **Topics**

- What is PPM?
- Fundamental PPM Concepts
- PPM Roles and Responsibilities
- Promise of PPM
- Prerequisites of PPM
- 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
- How to Fund Projects Effectively
- Managing the Portfolio
- Reporting on Portfolio Results
- PPM Implementation Milestones
- Organizational Adoption of PPM

#### **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 of project management concepts; although a basic understanding is helpful for some of the exercises.

#### **Duration**

Two days