

MoP® Foundation & Practitioner - Classroom Training

Management of Portfolios (MoP®) is about investing in the right change initiatives and implementing them effectively. MoP® helps organisations answer a fundamental question: 'Are we sure this investment is right for us and how will it contribute to our strategic objectives?'

MoP® achieves this by ensuring that:

- The programmes and projects undertaken are prioritized in terms of their contribution to the organization's strategic objectives and overall level of risk.
- Programmes and projects are managed consistently to ensure efficient and effective delivery.
- Benefits realization is maximized to provide the greatest return (in terms of strategic contribution and efficiency savings) from the investment made.

MoP® is structured around five flexible principles within which the two cycles and the 12 portfolio management practices exist. While portfolio management will be more effective where robust programme and project management (PPM) exists, this is not a prerequisite for its successful implementation.

Course Approach & Objectives

Delegates should spend approximately 10 hours pre-study in order to be well prepared for the course. This course is offered as either a 2 day Foundation, or a 4 day Practitioner course and is a mixture of input and practical sessions teaching to the 'Practitioner-level' syllabus, delivered by a PeopleCert approved trainer, with practical experience of project and portfolio management. The 2 day course incorporates the Foundation exam and the 4 day course incorporates both Foundation and Practitioner exams and includes additional focus on the application of the method using Practitioner-level tasks and objective test exam questions.

The key objectives of this course are:

- Knowledge of the MoP® guidance at the Foundation and where chosen, Practitioner levels.
- Understand the benefits and principles underlying the approach to the Management of Portfolios.
- Contribute and communicate effectively with colleagues working within portfolio management.
- Apply the MoP® principles within an organisational context.

Benefits of the Method:

- More of the right programmes and projects being undertaken in terms of:
 - ◊ Greater financial benefits and measurable contribution to strategic objectives.
 - ◊ Removal of redundant and duplicate programmes and projects.
- More efficient resource utilization.
- Enhanced transparency, accountability and corporate governance.
- Improved engagement and communication between relevant stakeholders.

Continues on Page 2:

Course Content

Introduction

Introducing the purpose, scope and coverage of Management of Portfolios and setting the context in relation to the other elements of Best Management Practice guidance. This session sets out the objectives and benefits of introducing MoP®, focusing on who it is aimed at and what it seeks to achieve.

Strategic and Organisational Context

This session sets out the relationship between MoP® and other key corporate functions such as; strategic planning, performance management, corporate governance, resource/budgetary management, project/programme management and business-as-usual (BAU) and examines how they can work together to deliver strategic objectives.

Principles

The portfolio management principles represent the foundations upon which effective portfolio management is built; they provide the organizational environment in which the portfolio definition and delivery practices can operate effectively.

Portfolio Cycles and Roles

There is no right way to implement portfolio management; it will depend on the organisational and business circumstances that prevail. This session looks at the various ways implementation can be approached and the roles within MoP® that supports its delivery and ongoing success.

Definition Cycle

Focuses on 'doing the right things' by collating key information that will provide clarity to senior management and the wider audience with regards to the collection of change initiatives and how these initiatives will deliver the greatest contribution to the strategic objectives.

Delivery Cycle

Focuses on 'doing those things right', ensuring the successful implementation of the planned change initiatives within Management of Portfolios as agreed in the portfolio strategy and delivery plan, whilst also ensuring that the portfolio adapts to changes in the strategic objectives, project and programme delivery, and lessons learned.

Framework and Documentation

The portfolio management framework is a central repository containing a description of the agreed portfolio management practices adopted by the organization and its governance arrangements. This session considers the framework, its purpose and content.

Exam Information

Foundation: 40 minutes, closed book, 50 multiple-choice questions.

Practitioner: 3 hours, open book (MoP® manual only), 4 scenario-based objective test questions.

Passing the exams will give you internationally recognised professional qualifications.

