

PORTFOLIO AND PROJECT MANAGEMENT EDUCATION SERIES

PfM I01 course syllabus

Title:	Portfolio Management Overview
Audience:	Portfolio, programme and project managers
Level:	Basic
Duration:	1 day
Prerequisite(s):	None required

Summary

This course will teach practical end-to-end Portfolio Management (PfM) processes, governance structures and explore some PfM support tools.

Delegates are taken through the entire PfM process. Topics covered include Ideas Collection, Ranking, Prioritisation, Selection, Business Case Review, Budget Allocation and Resource Management, Risk and Issue Management, In-Flight Project Reporting and Benefits Realisation.

The course is interactive, highly practical and uses customer case studies to illustrate the key points and issues. Delegates are encouraged to bring examples of how PfM is performed in their organisation.

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Course Topics

At the completion of this course, delegates will be able to...

- define what is meant by PfM (as distinct from project or programme management)
- describe what constitutes PfM in real terms
- demonstrate how PfM integrates with traditional Project and Programme Management and understand the differences
- show and explain each of the component parts of PfM and how they fit together to form the end-to-end process of PfM
- explain how the activities and governance processes link each of these component parts together in the end-to-end process of PfM
- identify areas within the PfM process that cause organisations the most problems