best**practice**training

MoP® Practitioner

The Management of Portfolios (MoP) framework has been developed to meet the needs of organisations required to undertake many major projects and programmes simultaneously whilst maintaining high levels of Business As Usual (BAU) work. The methodology helps Portfolio Managers to define which programmes and projects are the right ones to undertake, which ones are a priority and then gives them the tools to deliver those programmes and projects successfully.

The MoP methodology provides best-practice principles, processes and techniques to help organisations define and deliver successfully programmes and projects and to ensure that the portfolio meets its strategic objectives. The framework can be applied to all organisations irrespective of industry or size.

Benefits to the individual

- Recognised qualification
- Ability to work as an informed member of a Portfolio Office or in a range of portfolio management roles

Benefits to the business

- A better assessment of which projects and programmes are a high priority and will bring about real business benefits
- Reduced risk of project failure
- Improved delivery of programmes and projects
- Better and more efficient allocation of resources
- Projects and programmes become better aligned with the strategic objectives of the organisation

Audience

Those involved in the selection and delivery of business change initiatives

Members of management boards

Directors of Change

Senior Responsible Owners (SROs)

Portfolio, programme, project, business change and benefits managers

Business case writers

Project appraisers

Course duration

Two days. The exam is taken on the second day.

Pre-requisites

Delegates must have passed MoP Foundation level before attending Practitioner level. There is approximately two hours of homework per night during the course. This is necessary in order to pass the exam.

Course outline

The objective of this course is to enable delegates to:
- Apply and understand how to tailor MoP effectively
- Define the business case to get senior management approval for portfolio management
- Plan the implementation of portfolio management
- Select and adapt MoP principles, practices and techniques to suit different organisational environments
- Evaluate examples of MoP information (including documents and role descriptions)
- Analyse the solutions adopted in relation to a given scenario

Over the two day course, the topics below are covered.

Course content

Implement, sustain and measure

- How to apply and tailor the recommended approaches taken to implementing, sustaining and measuring portfolio management

- How to identify, analyse and distinguish between appropriate and inappropriate application of the recommended approaches to implementing, sustaining and measuring portfolio management

Portfolio Definition Cycle

- How to apply and tailor the practices and techniques of the portfolio definition cycle

- How to identify, analyse and distinguish between appropriate and inappropriate application of portfolio definition practices and techniques

Portfolio Delivery Cycle

- Identify appropriate practices and techniques within the portfolio delivery cycle encompassing:
    o Management control
    o Portfolio-level benefits management
    o Portfolio-level financial management
    o Portfolio-level risk management
    o Portfolio-level stakeholder engagement
    o Portfolio-level resource management

- How to identify, analyse and distinguish between appropriate and inappropriate application of portfolio delivery practices and techniques

Roles and documentation

- How to apply and tailor MoP to a scenario

- How to identify, analyse and distinguish between appropriate and inappropriate application of the syllabus area to a scenario