

Workshop Outline



“Your Project Management Knowledge Connection”

OVERVIEW

GOVERNING THE STRATEGIC PORTFOLIO OF PROJECTS

As more organizations evolve toward a project-driven structure to drive innovation and constant improvements, great strategy and strong execution of the projects which support that strategy are key to outperforming your competitors.

This course describes a disciplined process for linking the organization's vision and strategy with its project work. You will learn how to interpret company strategy, and use the strategy to drive better portfolio management decision making and project team leadership. You will also establish sound procedures for portfolio governance, and develop project execution processes that support organizational objectives. This workshop is aligned to the Project Management Institutes (PMI®) standards.

AUDIENCE

This workshop is intended for experienced Project Managers and those who are currently or about to be involved in the selection and prioritization of projects and programs. It is also for Senior Managers and Executives who wish to grow their knowledge about portfolio management concepts, tools and techniques, in order to oversee these portfolios more effectively. The workshop is very hands-on, hence it is recommended to limit to a maximum of 16 participants.

BENEFITS – FROM ORGANIZATIONAL VISION & STRATEGY TO PROJECT EXECUTION

- Understand How Organizational Strategy Drives Project Initiatives
- Distinguish Between Portfolio, Program and Project Management
- Align the Portfolio with Organizational Strategy
- Build a Pragmatic Approach to Portfolio Management
- Develop and Maintain an Effective Governance Structure
- Choose Projects That Will Best Support Company Strategy and Competitive Advantage
- Apply Proven Techniques and Best Practices to Effectively Manage the Portfolio
- Use Monitoring Techniques to Gauge and Report Portfolio Performance
- Educate Project Teams on the Importance of Doing the Right Projects at the Right Time with the Right Resources
- Gain a Level of Competency in Building Portfolios

FORMAT

The hands-on format features interactive discussion, action-learning and team simulated exercises. You will be grouped into teams that will work together in “real-world” project environments. Each team will use the tools and techniques presented in the workshop, enabling you to experience the process of collaborative planning and see its effectiveness firsthand. In addition, hand-outs are provided for reference, dialogue sessions and reviews are conducted for experience and idea sharing, and guided feedback from the Workshop Leader to reinforce learning. This format will enable you to immediately apply strategic portfolio management skills back at work.

TAKE-AWAYS

- Reference Manual
- Hand-Outs and Templates
- Certificate of Completion
- 14 PMI® Professional Development Units (PDUs)
- Website & Book References

COURSE CONTENT

Introduction

- Workshop Guidelines
- Introductions
- Workshop Objectives, Format & Agenda

Portfolio Management Framework

- Understanding Organizational Vision and Strategy, and Where Strategy Fits in the Project Life Cycle
- The Linkage Between Organizational Strategy, Portfolios and Projects
- Portfolio vs. Program vs. Project Management
- Characteristics of a Talented Portfolio Manager

Building the Portfolio

- Defining Organizational and Project Benefits, Resources and Risks
- Selecting & Prioritizing the Right Mix of Projects to Support Company Strategy
- Achieving Balance: Doing the Right Projects, at the Right Time, with the Right Resources
- Maintaining a Pipeline of Projects



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Managing the Portfolio

- Measuring and Monitoring the Planned Project Outcomes
- Using a “Dashboard” of Oversight and Warning Systems
- The Interdependence Between Projects and Other Portfolios
- Conducting Project Quality and Risk Reviews
- Defining Resource Allocations, Constraints and Trade-Offs Throughout the Organization
- Managing Politics: Operational Versus Project Demands
- Reprioritizing by Evaluating the Value and Risk of Existing Projects Against New Projects

Developing a Structured Portfolio Process and Establishing Governance

- What is Governance and Why it is Critical
- Components of a Disciplined, Repeatable Portfolio Management Approach
- Customizing the Approach to Suit Your Organization – Establishing Key Performance Indicators
- Integrating Your Portfolio with Other Portfolios
- Communicating the Impact of a Structured Portfolio Management Approach
- Fostering Continuous Process Improvement
- Establishing Effective Portfolio Governance

Workshop Conclusion

- Avoiding the Mistakes of the Past - Tips to Remember
- Individual Opportunities for Improvement



LEARNING CENTRE

Inquire About Our Customized Workshop Solutions

If your business requires confidentiality or a tailored approach to your business, a customized approach is available. Call us at 604-461-0104, or email learning@ciki.ca.

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