



Institute
Project
Management

Project Management Office Essentials

Ireland's Premier
Project Management
Certification Authority

Build and run a PMO with strategic capability

The PMO Essentials course demonstrates what it takes to improve organisational alignment and deliver on your strategic objectives by focusing on “doing the right projects and doing them the right way to deliver lasting results.”



How often do you experience:

- Many projects competing for limited resources
- Lack of cross organisational integration
- Failure to deliver benefits and value
- No strategic alignment

The PMO Essentials course equips participants to establish, improve and work with a strategic PMO by design, not by default.

Who should attend?

The course is designed for senior project management practitioners, PMO staff, managers of PMOs and others who want to know what a good PMO is and how to build and maintain one.

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Learning Objectives

- The different levels of PMOs
- Resource deployment within PMO
- Reporting relationships
- Functions provided by the PMO
- Methodology to be deployed
- Which information systems to use
- When the PMO becomes strategic
- Governance and portfolio management

Course content

The Strategic PMO

- Overview & defining the PMO
- Aligning projects & strategy
- Minimise the corrosive impact of organisational politics

Project Portfolio & the Strategic PMO

- The evolution from project to portfolio
- PPM in the strategic PMO: Where strategic planning meets project execution
- Assessing organisational readiness

PMO Organisation, Structures & Functions

- Organisational structure for projects
- Types of PMO
- Functions of the PMO
- Processes, Standards & Methodologies

The PMO's role in competency & maturity development

- The evolution from project to portfolio
- The PMO and maturity models
- Role of the PMO in the maturity assessment process

Delivering business results via the PMO

- Make trade-offs between many desirable opportunities
- Effectively estimate resource capacity against resource demand
- Better understand project interdependence
- Effectively handle the requests of project and functional managers for more time, money, and resources
- Evaluate the inherent value and risk of projects in the portfolio

Human capital & the PMO

- The resource crunch
- Staffing the strategic PMO
- Rolling out the strategic PMO
- PMO Research findings

Establishing a project management methodology & PMO governance

- What are the elements of a methodology
- Overview of a sample methodology
- A governance framework