

P3O® Foundation and Practitioner Masterclass

Duration: 10 Days

Language: en

Course Code: PO4 - 152

Objective

By the end of this programme, participants will be able to:

1. Understand the fundamental principles, lifecycles, and scope of the P3O model.
2. Differentiate between Portfolio, Programme, and Project Management methodologies.
3. Select, design, and tailor the most appropriate P3O model for any organizational context.
4. Develop a compelling, commercially viable business case to secure executive approval.
5. Draft a comprehensive P3O Blueprint detailing processes, roles, and information flows.
6. Lead the step-by-step implementation or re-energization of a permanent or temporary

PMO.
7. Utilize advanced tools, management dashboards, and facilitation techniques to operate a P3O.
8. Successfully pass the sequential P3O® Foundation and P3O® Practitioner certification exams.

Audience

This comprehensive masterclass is highly recommended for:

1. Current and aspiring Heads of PMO / P3O Sponsors.
2. Project, Programme, and Portfolio Managers looking for end-to-end PMO mastery.
3. PMO Analysts, Business Managers, and Strategic Planners.
4. Professionals responsible for establishing or revitalizing a project office within their organization.

Training Methodology

This programme employs a highly interactive, adult-learning methodology designed for project professionals, seamlessly blending advanced theoretical frameworks with aggressive practical application. Throughout the course, participants will engage in real-world case studies that involve analyzing historical PMO implementations and dissecting actual business cases. This analytical foundation is put to the test through simulated workshops, where attendees role-play stakeholder engagement and blueprint design in real-time. To ensure technical proficiency, the training incorporates hands-on exercises focused on portfolio prioritisation tools and management dashboards. Finally, the learning experience is elevated through peer-to-peer engagement, utilizing group discussions to solve complex governance challenges.

Summary

The P3O® Foundation and Practitioner Masterclass is an intensive 10-day programme that combines both the P3O® Foundation and P3O® Practitioner courses into one seamless,

comprehensive learning experience. It takes professionals from the core fundamentals of the Portfolio, Programme and Project Offices (P3O) framework through to advanced application and strategic leadership. Participants will learn how to conceptualize, design, secure funding for, implement, and continuously operate a high-performing PMO that aligns strictly with business strategy.

To achieve full certification, delegates must take two exams sequentially: the P3O® Foundation exam first, followed by the P3O® Practitioner exam. Please note that successfully passing the P3O® Foundation exam and holding the official Foundation certificate is a strict prerequisite for undertaking the Practitioner exam. By completing this unified course, delegates will be fully equipped to tackle both exams and immediately drive governance and value realization within their organizations

Course Content & Outline

Section 1: Introduction to P3O and Strategic Alignment

- Definitions of Portfolio, Programmes, Projects, and Business as Usual (BAU).
- The relationship and differences between project, programme, and portfolio lifecycles.
- The purpose and scope of a high-level P3O model.
- How P3O supports strategic decision-making and delivery across change initiatives.

Section 2: The Business Case for P3O

- Why have a P3O? Understanding the value proposition.
- Developing the business case required to obtain senior management approval.
- Identifying capability gaps, linked benefits, and defining the vision for a P3O.
- Overcoming common barriers to successful P3O implementation.

Section 3: Designing P3O Models and Structures

- Identifying different P3O models: Permanent, Temporary, and Virtual structures.
- Sizing and tailoring an appropriate model based on organisational maturity.
- Understanding the core functions and services of a P3O.
- Integrating a P3O within an existing organisational structure.

Section 4: P3O Roles, Tools, and Techniques

- Key P3O roles: Management, generic, and functional responsibilities.
- Operating a P3O: The difference between tools and techniques.
- Techniques for success: Management dashboards, portfolio prioritisation, and facilitated workshops.

Section 5: Foundation Consolidation and Examination

- The lifecycle for implementing or re-energising a P3O.
- Key stages: Definition, Blueprinting, and tracking information flows.
- Comprehensive P3O Foundation Exam review and mock exams.
- *P3O Foundation Examination Readiness.*

Section 6: Advanced P3O Modelling and Organisational Context

- Transitioning from theory to application: Practitioner level introduction.
- Analyzing organisational culture to select the optimal P3O model.
- Deep dive: Balancing centralisation, scalability, and local project needs.
- Structuring governance frameworks to enhance execution.

Section 7: Advanced Business Case and Blueprint Execution

- Extracting value: Formulating a robust P3O business case for complex scenarios.
- Defining key performance indicators (KPIs) and capability maturity metrics.
- Designing the P3O Blueprint: Defining future-state processes, organization, and flows.
- Mapping out costs, benefits, and the value matrix practically.

Day 8: Complex Implementation and Change Management

- Applying the implementation lifecycle for permanent vs. temporary PMOs in-depth.
- Developing a project dossier and planning stages/tranches of delivery.
- Stakeholder mapping, engagement, and communication strategies.
- Navigating resistance to change and overcoming critical organizational barriers.

Section 9: Tailoring Operations and Information Assurance

- Tailoring P3O functions and services to the specific needs of the business.
- Applying complexity modelling and portfolio prioritisation tools.
- Designing and implementing effective management dashboards and reporting cycles.
- Information Assurance (IA) and integrating non-PPM functions.

Section 10: Scenario Application and Practitioner Examination

- Case study workshops: Applying P3O guidance to complex, multi-part scenarios.
- Reviewing the official P3O® Practitioner open-book exam format.
- Time management and exam navigation strategies.
- *P3O Practitioner Examination Readiness.*



Certificate Description

Upon successful completion of this training course, delegates will be awarded a Holistique Training Certificate of Completion. For those who attend and complete the online training course, a Holistique Training e-Certificate will be provided.

Holistique Training Certificates are accredited by The CPD Certification Service (CPD), and are certified under ISO 9001, ISO 21001, and ISO 29993 standards. CPD credits for this course are granted by our Certificates and will be reflected on the Holistique Training Certificate of Completion. In accordance with the standards of The CPD Certification Service, one CPD credit is awarded per hour of course attendance. A maximum of 50 CPD credits can be claimed for any single course we currently offer.

The official P3O® Foundation and Practitioner certification exams are administered by PeopleCert. Please note that the exam fee is not included in the course fee unless mentioned clearly.

Categories

Management & Leadership, Project Management, Quality & Productivity

Tags

Project management, Project Management Practitioner, The Project Management Office, PMO, P3O, Information Assurance IA, P3O Blueprint, Portfolio Management

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