

Management of Portfolios (MoP®) Foundation Online

The Management of Portfolios (MoP) guidance provides advice and examples of how to apply principles, practices and techniques which help to optimise an organisation's investment in change alongside its business as usual (BAU) work.

The purpose of the Foundation qualification is to confirm that a candidate has sufficient knowledge and understanding to work as an informed member of a portfolio office or in a range of portfolio management roles. Investment is the key word because portfolio management is about investing in the right change initiatives and implementing them correctly. MoP achieves this by ensuring that:

- ✓ The programmes and projects undertaken are prioritised in terms of their contribution to the organisation's strategic objectives and overall level of risk
- ✓ Programmes and projects are managed consistently to ensure efficient and effective delivery
- ✓ Benefits realisation is maximised to provide the greatest return (in terms of strategic contribution and efficiency savings) from the investment made

The accredited MoP Foundation digital course covers all of the foundation qualification syllabus topics of the MoP guidance. The course is equivalent to a three day in-class workshop.

BENEFITS

Successful completion of the MoP digital course will lead to improved understanding of:

- ✓ The portfolio management cycles, practices and techniques and the organizational context that they operate
- ✓ Effective approaches to understanding categorizing, prioritizing, balancing and planning and how project and programme success can be enhanced by adopting a portfolio perspective to delivery
- ✓ The opportunity to demonstrate sufficient knowledge and understanding to work as an informed member of a portfolio office or in a range of portfolio management roles

The organization will benefit from having staff trained in the key MoP elements enabling:

- ✓ Improved strategic contribution – more of the 'right' projects to be undertaken
- ✓ Removal of redundant, duplicate and low value adding projects and programmes
- ✓ More effective implementation of projects and programmes via management of constraints, risks and dependencies
- ✓ More efficient utilization of scarce resources including skilled project/programme managers
- ✓ Greater benefits realization
- ✓ Improved accountability and corporate governance

LEARNING OUTCOMES

On completion of this course candidates should understand the principles, cycles, practices, techniques, roles, responsibilities, documents and organizational context within which portfolio management operates. Specifically to know and understand the:

- ✓ Scope and objectives of portfolio management and how it differs from programme and project management
- ✓ Benefits from applying portfolio management
- ✓ Context within which it operates
- ✓ Principles upon which successful portfolio management is based

DURATION/PDUs

- ✓ Approximately 12 hours
- ✓ 18 PMP PDUs

EXAMINATION FORMAT

- ✓ 50 Questions
- ✓ Required Pass Rate: 50%
- ✓ Multiple Choice
- ✓ Closed Book
- ✓ 40 Minute Time Limit

WHAT'S INCLUDED

- ✓ 12 months online access to our accredited MoP Foundation course
- ✓ Full tutor support, plus many additional materials to help put MoP into practice
- ✓ MoP Foundation mock exam revision tool

GET CERTIFIED!

- ✓ Purchase the MoP Foundation Exam and get accredited. Valid for 12 months from purchase date, the exam can be taken online. The examination is purchased separately from the course.

OPTIONAL RESOURCES

- ✓ Official MoP Manual

TARGET AUDIENCE

This training and qualification course is aimed at those involved in a range of formal and informal portfolio management roles encompassing investment decision-making, project and programme delivery and benefits realization. It is relevant to all those involved in the selection and delivery of business change initiatives including:

- ✓ Members of management boards and directors of change
- ✓ Senior Responsible Owners (SROs)
- ✓ Portfolio, Programme, Project, Business Change and Benefits Managers
- ✓ Business Case Writers
- ✓ Project Appraisers
- ✓ Business Process Owners



LEARNING SYNOPSIS

Introduction

- ✓ The purpose and structure of the course
- ✓ The format and style of the MoP examination

Introduction to MoP

Introduction to or description of:

- ✓ MoP as part of a suite of Best Practice Management products
- ✓ Definitions of the terms project, programme and portfolio
- ✓ Descriptions of the terms project, programme and portfolio management
- ✓ The differences between projects, programme and portfolio
- ✓ The principles of MoP and the 'Lite Touch' techniques
- ✓ The two portfolio cycles and the definition and delivery practices
- ✓ The need to tailor the MoP guidance to suit your organization
- ✓ The objectives and benefits of portfolio management

Strategic & Organizational Context

- ✓ The relationship between portfolio management and the coordination between other functions or activities

Roles & Documentation

- ✓ MoP roles and responsibilities, documents and the contents

MoP Principles

- ✓ Description of the MoP principles and the keys to the success of each

Implement, Sustain & Measure

- ✓ The three approaches to the implementation of MoP
- ✓ Key factors in implementing and sustaining progress
- ✓ Assessing maturity and impact on the organization
- ✓ Organizational energy

Definition Cycle

- ✓ Explanation of the five definition practices

Delivery Cycle

- ✓ Explanation of the seven delivery practices

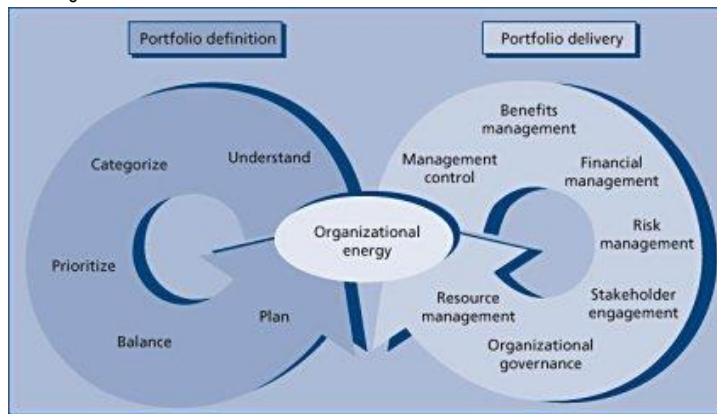
MoP Foundation Examination Technique

- ✓ How to approach the MoP examination

MoP Foundation Examination Simulator

- ✓ Featuring timed sample questions in the style of the MoP examination

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Accredited Certification Courses from Orion Learning:

