

# Project Portfolio Management

## Description

## Training goals:

- Discussion of the strategic management process and the combination of strategic management with portfolio management,
- Detailed discussion of the elements of the portfolio life cycle, with an emphasis on critical points,
- Getting to know the framework for portfolio coordination and adapting general principles to the needs of individual organizations,
- Developing the ability to use tools and techniques to monitor and control portfolio performance,
- Discussion of the group's and instructor's experiences in project portfolio management, exchange of observations and practical examples of problem solving.

## Who is this training aimed at?

- People designing, implementing and controlling project portfolios,
- Experienced project managers coordinating several projects simultaneously within the portfolio,
- Senior management staff,
- People responsible for achieving the organization's strategic goals.

## Training program:

### Day 1

1. Discussion of the elements of the strategic management process.
2. Defining a portfolio and portfolio management
3. Overview of the portfolio lifecycle and the role of the portfolio manager.
4. Presentation of the portfolio approach and how to implement it.

5. Identification and description of areas of specialization used by portfolio managers.
6. Presenting the benefits and challenges of portfolio management.
7. Presentation of key roles and expectations of portfolio stakeholders.
8. Defining the elements of the IT system supporting portfolio management.

## **Day 2**

1. Factors to consider when developing a portfolio management framework.
2. Discussion of the framework for proceeding with the selection of projects.
3. Weaknesses of popular project selection methods.
4. Ranking methods for project selection.
5. Application of economic models to project selection.
6. Discussing the elements of portfolio supervision and developing a plan for its implementation.
7. Defining a group of monitoring and control processes.
8. Identification and discussion of key elements of monitoring and control processes.
9. Presentation of tools and techniques used in monitoring and control processes.

## **Participants after completing the training:**

- They have knowledge of the strategic management process, which allows them to integrate the organization's goals and strategies with the project portfolio,
- They have the ability to identify and manage various phases of a project portfolio – planning, implementation, monitoring,
- They know tools and techniques that they can use effectively in practice.