

Project Portfolio Management; 10 PDUs, 10 Hours

Course Description:

The Project Portfolio Management on-line course describes the role of Portfolio Management in today's project environments and demonstrates tools & techniques that can be used to select projects and streamline operations.

Learn at your own pace with access to on-line course topics including:

- Aligning Projects to the Organization's Strategies
- Linking Strategic Planning and Project Management
- Designing metrics that both demonstrate and drive portfolio benefits realization

The course consists of five lesson lectures on Project Portfolio Management (including audio and visual course materials). Lesson examples, quizzes and multiple choice questions are used to reinforce each lesson's key learning objectives. Completion of this course will earn 10 PDU's towards your PMI® Continuing Certification Requirements (CCR's).

Course Lesson Structure:

Lesson One: Introduction

(Approximate student effort: 1 hour)

- Course Purpose & Key Learning Objectives
- Course Lesson Overview
 - Project Portfolio Management topics covered during course
- Portfolio Management Introduction
 - Projects vs. Programs vs. Portfolios
 - Bottom-line focus of Executives
 - Role of Project Portfolio Management
- Portfolio Stakeholder Roles & Responsibilities
- Introduction to Portfolio Processes within the *PMI® - Standard for Portfolio Management*
- Lesson questions {True/false, fill-in the blank quizzes & / or multiple choice}

Lesson Two: Identifying Portfolio Components

(Approximate student effort: 2 hours)

- Lesson's Key Learning Objectives
- Philosophies for Project Management Improvement
- Aligning Projects to the Organization's Strategies -- Tools & Techniques
 - Identification
 - Categorization
 - Evaluation {scoring model vs. graphical representations}
 - Screening, selection & review
- Lesson questions {True/false, fill-in the blank quizzes & / or multiple choice}

Lesson Three: Prioritizing Portfolio Components

(Approximate student effort: 3 hours)

- Lesson's Key Learning Objectives
- Linking Strategic Planning and Project Management
- Strategic Alignment of Project Objectives and Goals
- Aligning Projects to the Organization's Strategies -- Tools & Techniques
 - Prioritization {Opportunity factors vs. Risk factors}
 - Project Portfolio Matrix examples
 - Portfolio Balancing
 - Authorization
- Lesson questions {True/false, fill-in the blank quizzes & / or multiple choice}

Lesson Four: Monitoring & Controlling

(Approximate student effort: 2 hours)

- Lesson's Key Learning Objectives
- Tools & Techniques to Monitor and Control Portfolio Components
 - Reporting and review of portfolio components
 - Strategically managing change
- Resource Portfolio Management
 - Executive's role and responsibilities
 - Defining resource pools
 - Tracking resource availability and monitoring utilization
 - Measuring and motivating project teams
- Lesson questions {True/false, fill-in the blank quizzes & / or multiple choice}

Lesson Five: Corporate Governance

(Approximate student effort: 2 hours)

- Lesson's Key Learning Objectives
- Corporate Governance
- Meeting the Strategic Goals of the Organization
 - Portfolio metrics {Economic Models, Decision Analysis}
 - Project component's success measurements
- Cultivating an Environment for Successful Portfolio Management
 - Project Charters and authorization
 - Project Baselines {Scope, Schedule and Cost}
 - Influencing stakeholder expectations
 - Project change control and management
- Managing Organizational Change
 - Impediments vs. Benefits
 - Using a Force-Field Analysis technique
- Review and discussion of current article(s)
- Lesson questions {True/false, fill-in the blank quizzes & / or multiple choice}
- Course Summary:
 - Summary of Course's Key Learning Objectives

Course Completion Feedback Survey

Who should take this course:

Any individual motivated to learn more about Project Portfolio Management and earn PDU's towards your PMI® Continuing Certification Requirements (CCR's).

Assumptions:

Students have an active PMI® credential and an understanding of the contents of the *PMBOK Guide*® and are motivated to learn more about Project Portfolio Management.

General:

The course has been developed in a format appropriate for participants to earn 10 PDUs. All coursework is to be completed 100% online within a one-month period and does not require any instructor-specific interaction. This and other PDU online courses are appropriate for students seeking to earn Professional Development Units (PDUs) to support on-going Continuing Certification Requirements (CCRs) in an online self-paced format. This course stands on its own as a unique learning experience AND it can be combined together with the other PDU online courses, to form a comprehensive Project Management Performance Professional Development Program worth a total of 60 PDUs.