

## PRINCE2® Portfolio Management Foundation - Including Exam

**Duration: 2 Days**    **Course Code: MOP-F**    **Delivery Method: Virtual Classroom**

### Overview:

PRINCE2® Portfolio Management Foundation provides advice and examples of how to apply principles, practices, and techniques that together enable the most effective balance of organisational change and business as usual.

This course engages with the students to ensure that theory is embedded and delegates feel confident in the practical application of PRINCE2® Portfolio Management.

### Virtual Learning

This interactive training can be taken from any location, your office or home and is delivered by a trainer. This training does not have any delegates in the class with the instructor, since all delegates are virtually connected. Virtual delegates do not travel to this course, Global Knowledge will send you all the information needed before the start of the course and you can test the logins.

### Target Audience:

The PRINCE2® Portfolio Management Foundation qualification 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 realisation.

It is relevant to all those involved in the selection and delivery of business change initiatives including: Senior Responsible Owners (SROs) Members of management boards and Directors of Change Portfolio, Programme, Project, Business Change, and Benefits Managers Business Case writers and project appraisers.

### Objectives:

- The objective of the course is to enable a student to understand the PRINCE2® Portfolio Management principles, cycles, practices, techniques, roles and documentation. This will enable them to work as an informed member of a Portfolio Office or in a range of Portfolio Management roles.
- Specifically they will 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
- Approaches to implementation, the factors to consider in maintaining progress, and how to assess the success of portfolio management
- Purposes of the portfolio management definition and delivery cycles and their component practices and relevant techniques applicable to each practice
- Purpose and key content of the major portfolio documents
- Scope of key portfolio management roles

### Prerequisites:

None.

### Testing and Certification

Recommended preparation for exam(s):

- PRINCE2® Portfolio Management Foundation Exam

50 multiple choice questions, 40 minutes, closed book. Minimum required score to pass: 50%.

Web proctored exam voucher is included in course fee - this has a validity of 12 months. You will need to schedule your exam within this time frame.

## Follow-on-Courses:

MoP-P, PRINCE2® Portfolio Management Practitioner

### Content:

#### Module 1 Overview

- The definitions of portfolio and portfolio management
- The portfolio management model and the relationship between the principles, cycles, practices and relevant techniques
- The differences between portfolios and portfolio management on the one hand, and projects/project management and programmes/programme management on the other
- The local circumstances that will affect how the MoP principles and practices will be adapted and how cost effective approaches can be adopted
- The objectives and benefits of portfolio management

#### Module 2 Implement, sustain and measure

- The three broad approaches to implementing portfolio management; when each approach to implementation is most relevant, the advantages of planned approaches to implementation
- The benefits of assessing the impact of portfolio management
- Seven steps (and their benefits) in a staged implementation of portfolio management
- The factors to consider in sustaining progress
- Approaches to assessing portfolio management maturity

#### Module 3 Strategic and organizational context

The 6 key functions/activities that portfolio management needs to co-ordinate with to achieve strategic objectives. Identify how portfolio management can:

- Co-ordinate with 'business as usual', strategic planning, resource allocation and budgeting, project and programme management, performance management to deliver strategic objectives
- Support effective corporate governance

#### Module 4 Portfolio management principles

The 5 principles upon which effective portfolio management is based

- Senior management commitment
- Governance alignment
- Strategy alignment
- Portfolio office
- Energised change culture

#### Module 5 Portfolio definition cycle

The portfolio definition practices:

- Understand
- Categorize
- Prioritize
- Balance
- Plan

Understand the terms and concepts relating to the portfolio definition cycle. The techniques of:

- Three point estimating and reference class forecasting
- Driver-based strategic contribution analysis
- Multi-criteria analysis
- Decision conferencing
- Clear line of sight

What is involved and the keys to success

#### Module 6 Portfolio delivery cycle

The portfolio delivery practices:

- Management control
- Benefits management
- Financial management
- Risk management
- Stakeholder engagement
- Organisational governance
- Resource management

The techniques of:

- Management by exception
- One version of the truth
- Staged release of funding
- Clear line of sight reporting
- Champion-challenger model

What is involved, the main elements, and keys to success

#### Module 7 Roles and documentation

- The purposes and responsibilities of the main portfolio management roles identified in PRINCE2® Portfolio Management.
- The purposes of the main portfolio management documentation

#### Additional Information:

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#### Further Information:

For More information, or to book your course, please call us on 00 966 92000 9278

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