

MoP® Foundation

Course Outline

Module 1: Overview

- Portfolio and Portfolio Management
- Portfolio Management Model
- Portfolio Definition and Delivery Practices
- Project and Project Management
- Programme and Programme Management
- Portfolio, Project, and Programme Management
- Circumstances Affect the Principles and Practices
- Cost Effective Approaches
- Objectives of Portfolio Management
- Benefits of Portfolio Management

Module 2: Implement, Sustain, and Measure

- Implement Portfolio Management
- Advantages of Planned Approaches
- Stages of Implementing Portfolio Management
- Factors to Consider in Sustaining Progress
- Assessing Portfolio Management Maturity

Module 3: Strategic and Organisational Context

- 6 Key Functions
- Business as Usual
- Strategic Planning
- Budgeting and Resource Allocation
- Programme and Project Management
- Performance Management
- Corporate Governance

Module 4: Portfolio Management Principles

- Five Principles
- Senior Management Commitment
- Governance Alignment
- Strategy Alignment
- Portfolio Office
- An Energised Change Culture

Module 5: Portfolio Definition Cycle

- Overview
- Understand Practice
- Categorise Practice
- Prioritise Practice
- Balance Practice
- Plan Practice

Module 6: Portfolio Delivery Cycle

- Portfolio Delivery Cycle
- Management Control Practice
- Benefits Management Practice
- Financial Management Practice
- Risk Management Practice
- Stakeholder Engagement Practice
- Organisational Governance Practice
- Resource Management Practice

Module 7: Roles and Documentation

- Portfolio Direction Group (PDG) or Investment Committee (IC)
- Portfolio Progress Group (PPG) or Change Delivery Committee (CDC)
- Business Change Director or Portfolio Director
- Portfolio Manager
- Portfolio Benefits Manager
- Portfolio Management Framework
- Portfolio Strategy
- Portfolio Benefits Management Framework
- Portfolio Benefits Realisation Plan
- Portfolio Financial Plan
- Resource Schedule
- Portfolio Stakeholder Engagement and Communication Plan
- Portfolio Dashboard