VALUABLE PMO

EXECUTIVE SUMMARY

In this workshop participant will understand the key concept of managing multiple project supported by PMO. Participant will learn the necessary standards in managing projects such as Project, Program and Portfolio based on Project Management Institute. Participants will learn how to leverage themselves “from managing a single project” to “managing various projects in one program”. Ultimately, they will learned how to manage project portfolio management. At the end of the course participant will have a discussion related to the ideal PPM Tools versus existing.

2020 PUBLIC SCHEDULE

2 DAYS | 14 PDUs

- 25 - 26 February
- 21 - 22 April
- 23 - 24 June
- 25 - 26 August
- 27 - 28 October
- 22 - 23 December

Training Venue:
Jakarta

More Information:
DCOptima Training
021 8660 4272 (Office)
0812 9437 7703 (Mobile)
www.dcoptima.com
training@dcoptima.com
VALUABLE PMO

COMPREHENSIVE PMO

WHY?

Managing several projects requires another set of skills & knowledge compared with managing only one at a time.

Corporations are managing countless projects and programs everyday. Projects and programs are the backbone of their business that dictates their sustainability, existence and sometimes dominance in the market. Therefore their ability to manage their projects and programs, and to control their project portfolio is truly the key to their success. This program will help both the organization and the management how to make sure that they address this very issue effectively.

WHO SHOULD JOIN?

Managing Multiple Projects using PMO program is uniquely designed for:

PMO (Project-Program Management Office) Manager, Program Manager, Project Portfolio Analyst, Senior Manager and Project Managers who are continually running multiple projects at one time.

PMO Administrator & PMO Team members.
Valuable PMO Outline:

Day 1

Pre Test

Introduction
Strategic and Operational Within Organization
Some Challenges in Managing Multiple Project
Project, Program and Portfolio

PMO
Identifying the Value of a PMO
PMO Archetypes
PMO Road Map (Planning for PMO success)

Portfolio Management
Selecting and Implementing a Governance Model
Enhance alignment of Project Management with Portfolio Management
Analyzing portfolio and project progress
Analyzing Project Portfolio Management (Exercise : Ranking, Prioritizing, balancing with PPM Tools)

Day 2

Revisiting Project Management
Project Management Key Concept
5 Processes

Program Management I
Benefit Realization Plan
Program Benefit Management

Program Management II
Program Charter
Program Work Breakdown Structure

Right Report for Right Stakeholder
Identifying stakeholder report requirements
Creating useful and comprehensive report

Post Test

The training program will use adult learning approach and will consist of 30% theory and 70% exercise (activities). Workshop will be conducted in Bahasa Indonesia, while all printed materials will be in English.