Management of Portfolios (MoP®) Foundation to Practitioner

Foundation - 3 days. Practitioner exam preparation – 2 days.
Virtual training: Foundation – 3 days. Practitioner exam preparation – 1 day.

> " PM-Partners have been leaders in project management certification for over 20 years.
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> Our trainers are highly qualified, practitioners in their chosen fields. "

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Overview

To be successful, organisations must evolve, and this means improving how they run their business on a daily basis (business as usual) and adapting to emerging demands and expectations. Portfolio Management helps organisations make decisions about implementing the right changes to business as usual. These changes are then delivered via projects and programmes.

This Management of Portfolios (MoP®) course approaches the management of change projects and programmes from a strategic viewpoint. It provides an overview of all change activities including what is in the portfolio, what it is costing, what risks are faced, what progress is being made, and what the impact is on business as usual and the organisation's strategic objectives. It also prepares candidates for the MoP Foundation and Practitioner certification.

The benefits of MoP for organisations include:

- Improved strategic contribution – more of the 'right' projects are undertaken
- Removal of redundant, duplicate and low value adding projects and programmes
- More effective implementation of projects and programmes via management of constraints, risks and dependencies
- More efficient utilisation of scarce resources including skilled project/programme managers
- Improved accountability and corporate governance

Objectives

Foundation

The Foundation course provides an understanding of:

- The Portfolio Management cycles, practices and techniques and the organisational context within which they operate
- Effective approaches to investment identification, categorisation, prioritisation and selection
- How project and programme success can be enhanced by adopting a Portfolio perspective to delivery

MoP® Foundation to Practitioner

Who should attend?

–   Members of Management Boards and Directors of Change

–   Programme and Project Sponsors

–   Portfolio, Programme, Project, Business Change, Benefits Managers, Business Case Writers, Project appraisers and those in other functions/departments with a role in delivering strategic objectives.

–   Anyone with an interest, and/or role, in delivering programmes and projects, and organisational strategy from inception to delivery and wanting to gain the Foundation level certification.

Prerequisites

Foundation

Participants should be experienced practitioners working in a project environment and have a solid understanding of project management and programme management practices.

Practitioner

To be eligible to sit the MoP Practitioner exam, participants must have obtained a pass in the MoP Foundation exam.

Development Units

PDUs

Participants who have been awarded the Project Management Professional (PMP)® credential by the Project Management Institute (PMI)® are eligible to earn PDUs for their participation in this course as follows:

–   **Foundation: Classroom / virtual** (3 days): **21 PDUs**

    (14 Technical, 4 Strategic and Business Management and 3 Leadership).

The Foundation course also provides the participant with an opportunity to:

–   Demonstrate sufficient knowledge and understanding to work as an informed member of a Portfolio Office or in a range of Portfolio Management roles

–   Consolidate learnings through practical activities and practice exam questions

Practitioner

The Practitioner course prepares participants to undertake and pass the MoP Practitioner Exam. The Practitioner level qualification aims to measure whether the candidate has sufficient knowledge and understanding of the MoP to apply and tailor the MoP guidance and to analyse portfolio data, documentation and roles in relation to a scenario situation.

Please note that the Practitioner course is an exam preparation course and focuses on the application of the Management of Portfolios to prepare candidates for the Practitioner examination.

Key Topics

The MoP courses explore the following content, with the Foundation level focusing on the theory and the Practitioner considering the application of the method to a given scenario:

–   Understand the purpose and context of MoP

–   Implement, sustain and measure portfolio management

–   Explain the strategic and organisational context

–   Identify the principles of portfolio management

–   Describe the Portfolio Definition and Delivery Cycles

–   Recognise the vital roles and responsibilities in portfolio management

–   Identify essential documentation

–   Review of all examination syllabus areas

–   Practice exam questions

MoP Practitioner preparation includes a comprehensive review of the above topics. Review will take the form of discussion groups, revision questions and completion of sample exam questions.

Note: All content is covered in Foundation. **Practitioner** focuses on preparing participants for the Practitioner exam and so **does not introduce new content**.

Course Delivery

Trainers of this course will use a practical delivery approach to provide participants with a 'hands-on', multi-faceted and challenging learning experience.

Courses are facilitated by our expert team and can be conducted onsite, at our premises or virtually. All courses can be customised to suit your requirements.

Virtual Training: Our virtual training is streamed live (not pre-recorded) with an accredited trainer in real-time – otherwise referred to as Virtual Instructor Led Training (VILT). Our trainers are based in real training rooms complete with audio visual equipment. We apply best practices incorporating a modular approach with frequent activities, visual engagement, appropriate pace and relevant dynamic learning to add value.

MoP® Foundation to Practitioner

Development Units

- **Practitioner**:

  Classroom (2 days): **14 PDUs**
  (10 Technical, 2 Strategic and Business Management and 2 Leadership)

  Virtual (1 day)**: 7 PDUs**
  (5 Technical, 1 Strategic and Business Management and 1 Leadership)

CPDs

Participants holding any of the Project Management accreditations (CPPP / CPPM / CPPD) are eligible to earn CPDs as follows:

- **Foundation: 20 CPDs** for each of these short courses.

- **Practitioner**:

  Classroom (2 days): **20 CPDs**

  Virtual (1 day): **14 CPDs** for short course OR **15 CPDs** for certification attained

Take² Re-sit Exam Option

PeopleCert provide you with the opportunity to sit your exam knowing that if the outcome is not what you expected, you could have another attempt, at a fraction of the exam price.

Click here for more on the Take² option.

Materials: A comprehensive participant handbook and the *Management of Portfolios* publication is provided for the Foundation course.

A participant handbook is provided to Practitioner participants.

Certification

Foundation

The Foundation course includes the MoP Foundation exam which consists of:

- 50 multiple choice questions
- 50% pass mark (25/50)
- 40 minutes duration
- Closed book

Classroom training: the Foundation exam is taken on the afternoon of day 3 of the Foundation course.

Virtual training: online proctored exam taken **after** the course. See below for details.

Practitioner

The Practitioner course includes the MoP Practitioner exam which consists of:

- 4 questions
- 50% pass mark (40/80)
- 3 hours duration
- Objective test paper based on a scenario
- Open book (*Management of Portfolios* guide only)

Classroom training: the Practitioner exam is taken on the afternoon of day 2 of the Practitioner course.

Virtual training: online proctored exam taken **after** the course. See below for details.

The MoP Practitioner certification does not have an expiry date.

Taking your virtual exam

On the last day of your Foundation or Practitioner virtual course, you will receive an invitation to book your exam. You have 6 months to sit the exam online. Please check availability when making your booking.

Please refer to PeopleCert FAQ to view additional information (including system requirements) for web-proctored exams.

PeopleCert administers the MoP examination scheme. PM-Partners is an accredited partner of PeopleCert (Partner ID: 3800).