



International Training  
Center Paris

# TRAINING SCHEDULE

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# PROJECT PORTFOLIO MANAGEMENT (PPM)

## Overview:

The Project Portfolio Management (PPM) training is designed to provide participants with an understanding of the principles and best practices for managing a portfolio of projects. The training will cover various PPM methodologies, tools, and techniques that can be used to select, prioritize, and manage a portfolio of projects effectively. Participants will also learn how to align their portfolio with their organization's strategic goals and objectives, manage risks, and measure performance.

### Objectives:

- Understand the principles and best practices of Project Portfolio Management (PPM)
- Identify and prioritize projects based on their strategic importance and business value
- Implement a governance structure for managing the portfolio of projects
- Manage risks and resources to optimize portfolio performance
- Use PPM tools and techniques to track progress and measure portfolio performance
- Communicate the portfolio's progress and performance to stakeholders effectively

By the end of this 5-day training, participants will be equipped with the necessary knowledge and skills to manage multiple projects and programs effectively. They will be able to prioritize projects, allocate resources, identify and mitigate risks, measure portfolio performance, and communicate effectively with stakeholders.

## Targeted Groups:

- Portfolio analysts
- Strategy managers
- Investment decision makers

# Planning:

## Day 1: Introduction to Project Portfolio Management

- Understanding PPM and its importance
- Types of portfolios and their characteristics
- Strategic alignment and portfolio selection

## Day 2: Portfolio Governance

- Governance models and structures
- Portfolio management processes and roles
- Portfolio reporting and communication

## Day 3: Portfolio Optimization

- Resource management and capacity planning
- Risk management and mitigation
- Benefits realization and performance measurement

## Day 4: PPM Tools and Techniques

- PPM software and technology
- Financial analysis and forecasting
- Project prioritization and selection models

## Day 5: PPM Implementation and Change Management

- PPM implementation and adoption
- Change management and stakeholder engagement
- PPM maturity models and continuous improvement