



Arabian Institute For Training

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# Project Portfolio Management Skills and Techniques

## Why Attend

- The overall aim of this course is to provide participants with a generic and practical methodology to build and manage a balanced project portfolio. The course covers all project portfolio cycle where it defines basic project portfolio terminologies, introduces project portfolio models, presents projects evaluation techniques (both financial and non-financial). Also, the course offers projects prioritization tools for ranking projects, techniques for quantifying portfolio uncertainties and risks, assessment of portfolio performance using earned value analysis.

## Course Methodology

- The course uses a mix of interactive techniques, such as brief presentations by the consultant and the participants. It also offers hands-on training on project software, such as MS Project and Monte Carlo simulation for portfolio risk assessment. The course also features the use of a number of group exercise and case studies followed by plenary discussions.

## Course Objectives

By the end of the course, participants will be able to:

- Develop project portfolio model showing projects life cycles within a portfolio context
- Employ project portfolio methodology at any organizational level in any industry
- Prioritize projects within the portfolio using financial and non-financial ranking tools
- Quantify portfolio risks using Monte Carlo simulation and sensitivity analysis
- Apply earned value techniques to track and control portfolio performance

## Target Audience

- The target audience includes: portfolio directors and managers, senior managers, decision makers, portfolio sponsors, PMO staff, program and project managers and all individuals involved in building and managing their organization project portfolio. Our institute has been reviewed and approved by the PMI® Authorized Training Partner Program. This course is worth 30 Professional Development Units (PDUs).
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## Target Competencies

The competencies targeted in this course are:

- strategy execution
- portfolio management
- portfolio planning
- portfolio evaluation
- portfolio risk planning.

### Developing portfolio model

- Project portfolio management (PPM)
- Role of PPM in strategy execution
- Elements of project portfolio
- Comparisons between project, program and portfolio
- Portfolio model
- Portfolio funnels and filters
- Decision filters
- Value creation process
- Portfolio Optimization using Efficient Frontier

### Project portfolio management (PPM) methodology

- Project portfolio management methodology (PPM) phases
- Build foundation
- Design portfolio
- Construct portfolio
- Monitor and control portfolio

### Project evaluation and prioritization

- Project evaluation
  - Shareholder value
  - Drivers of shareholder value
  - Financial metrics
  - Non-financial metrics
  - Project prioritization
  - Project ranking tools
  - Efficient frontier steps
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## Managing uncertainty and risk

- Risk and uncertainty in decision-making
- Portfolio risk management steps
- Tools and techniques for uncertainty and risk
- Decision tree analysis
- Scenario analysis
- Sensitivity analysis
- Monte Carlo analysis

## Monitoring performance using Earned Value Management (EVM)

- Earned Value Management (EVM) Foundation
  - WBS
  - Gantt chart
  - Bottom-up cost estimate
  - Performance measurement baseline (PMB)
  - Earned value management (EVM) building blocks
  - Current portfolio performance indicators
  - Future portfolio performance indicators
  - Portfolio management office (PMO)
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