

PRINCE2 Project, Programme, and Portfolio Office Management Practitioner

Course code: PRINCE2P3OP

The P3O Practitioner course builds on the knowledge gained at Foundation level and prepares you to design, implement, manage, and improve any component office within a P3O model - from the project and programme office to the portfolio office. You will learn how to apply and tailor the P3O guidance to different organisational contexts, assess the maturity of existing office structures, and use change management principles when introducing P3O.

Target Audience

- PMO managers and heads of project, programme, or portfolio offices who need practical knowledge to design, implement, and manage a P3O model in a real organisational environment.
- Senior PMO consultants and specialists responsible for transforming or optimising existing office structures across organisations of different sizes and sectors.
- Project, programme, and portfolio managers who want to deepen their understanding of the P3O model to the level needed to actively contribute to its management and development.
- Change managers and organisational architects responsible for introducing new PPM structures as part of strategic transformation initiatives.
- Professionals seeking career progression in PPM who want to achieve an advanced certification and potentially pursue the PRINCE2 Master designation.

What You Will Learn

- P3O Model Design and Implementation: Learn how to design a P3O model suited to the specific needs of an organisation and manage its successful implementation.
- Managing Office Structures: Understand how to effectively manage and develop the individual components of P3O - Portfolio Office, Programme Office, and Project Office.
- Tailoring the P3O Guidance: Learn how to apply and adapt the P3O methodology to the context, size, and culture of different organisations.
- Governance and Decision-Making Processes: Explore how the P3O model contributes to improved governance and consistent decision-making at all management levels.
- P3O Assessment and Improvement: Learn how to assess the maturity and effectiveness of an existing P3O model and identify areas for continual improvement.

Course Content

- Advanced P3O Model Design: Factors influencing the selection and structure of a P3O model, and approaches to tailoring it to different organisational contexts and strategic needs.
- Implementation and Change Management: How to successfully introduce a P3O model into an organisation using change management techniques, communication plans, and stakeholder management.
- Managing the Portfolio Office: Roles, responsibilities, and key outputs of the Portfolio Office in supporting portfolio management and strategic decision-making.
- Managing the Programme Office: The functions of the Programme Office within P3O, its benefits, and how it integrates into programme structures.
- Managing the Project Office: The role of the project office in supporting project management, standardising processes, and ensuring the quality of deliverables.
- P3O Maturity Assessment: Models and tools for assessing the current maturity of a P3O model and planning further development of office capabilities.
- Applying the P3O Guidance in Practice: Case studies, exercises, and simulations focused on the practical application of P3O methodology in complex organisational environments.

Practical Information

- Course duration: 2 days.
- Prerequisites: A valid P3O Foundation certificate is required to sit the Practitioner exam.

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- Exam: Open-book (official P30 guide only), online via PeopleCert, 150 minutes, 80 questions, passing score 50% (40 out of 80 marks).
- Language of instruction: English. Official study materials are in English.
- Certificate: PeopleCert P30 Practitioner Certificate in Portfolio, Programme and Project Offices, internationally recognised, renewal every 3 years (60 CPD points).
- Accreditation: Course backed by an Accredited Training Organisation (ATO) Agilist s.r.o. certified by PeopleCert.

Further Certifications

- Successful completion of P30 Practitioner enables full use of the qualification as part of a career path in project, programme, and portfolio offices.
- This certification is part of the PRINCE2 qualification scheme under the Specialist / Extension Modules category and is one of the pathways leading to the prestigious PRINCE2 Master designation.
- It combines effectively with PRINCE2 Project Management, Programme Management, or Portfolio Management for comprehensive coverage of PPM competencies.

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