

Setting up a project office (PMO)

Duration: 2 days

Audience: Chargé de projet

Who is this training for?

Project managers : intermediate or advanced.

Training objectives

- Be able to determine the relevant roles and functions of a project office in their company.
- Be able to successfully set up a project office.

Summary

This training, which is very much focused on practice and interaction, allows students to better understand and successfully implement a centre of expertise in project/program/portfolio management. With the help of practical examples, participants work in teams, cover the roles and functions of a project office, see the key steps for effective implementation and benefit from the trainer's coaching.

Course outline

- Definitions
- Roles and functions of a project office
- Project management competency model
- Project management maturity model
- Project portfolio management
- Setting up an effective project office : project office charter, project/program life cycle, governance
- Practical case with exercises, workshops, simulations, role plays

Approach and methodology

Participants will complete a series of exercises/workshops and benefit from personalized coaching from the trainer. In addition, the latter will provide all the necessary explanations in the form of lectures, exchanges and examples on real life cases.

Prerequisites

Project management (basic) or equivalent content.

Recommendations

Have experience in project management.

Accreditations

This course qualifies you for 14 PMI Professional Development Units (PDUs).

Code for recognition of accreditation units: 5054BC1FMZ