

Why P30®?

In today's climate of cost cutting and efficiency targets, the problem for organisations is to ensure that governance boards have the quality information needed to drive difficult decisions. This is particularly important when an organisation is delivering change while it still has to conduct business as usual and continue to generate income to balance the books or improve the bottom line.

A Portfolio, Programme and Project Office (P30®) model will equip an organisation with the structures, tools and techniques it needs to ensure it has the right programmes and projects in place so that business and change priorities are balanced with the resources and capability to deliver them consistently, and well. These structures bridge the gap between the strategy and the delivery arm of the organisation.

P30® Foundation Course

This course is accredited with PeopleCert and conforms to the syllabus for those delegates wishing to gain the P30® Foundation Level Certification. The Course covers the P30® Guidance which is aligned to PRINCE2, MSP, and MoR. It brings together in one place a set of principles, processes and techniques to facilitate effective portfolio, programme and project management. It provides an understanding and application of the P30® Guidance, in order to develop a governance structure that helps optimise an organisation's investment in change alongside its Business as Usual work.

Who should attend?

- Corporate or senior management including SROs and Programme Director;
- Portfolio, Programme and Project Office Manager;
- Portfolio, Programme Office or Project Office Support Staff; or
- Project Manager.

This course will equip the individual with the skills to get the most out of the organisation's Portfolio, Programme and Project structure.

Pre-requisites:

There are no pre-requisites for this course.

Course objectives:

- Gain an understanding of the P30® Guidance for the Governance Structure required for an organisation to optimise their investment in change alongside Business as Usual; and
- Acquire knowledge and skills to act as an informed member of an office within a P30® model.

Course content:

- An Introduction to P30® – why, when and how to use the P30® models;
- Value – What value P30® can bring to the organisation;
- Models – An overview of the different P30® models, with examples;
- How to implement or re-energise a P30®;
- Functions/services and techniques/tools used by units of a P30® model; and
- Roles within a P30® model.

Duration and delivery:

The course is delivered face-to-face over 3 days with the Foundation Examination being held on the third day.

Materials Supplied:

The course fee includes the course delivered by a PeopleCert Accredited Trainer, a P30® manual, short study guide, comprehensive course notes, practice Foundation examination paper, examination fee and full catering.

Foundation Certificate

The Foundation Level Qualification involves a 40 minute, closed book, multiple-choice format examination.

P30[®] Practitioner Course

This course is accredited with PeopleCert and conforms to the syllabus for those delegates wishing to gain the P30[®] Practitioner Level Certification. The course builds on the Foundation Level Qualification and focuses on enabling candidates to design, implement and manage a P30[®] model.

Specifically this includes the ability to define and seek approval for a business case for the P30[®], building the right P30[®] model to adapt to the organisation's changing needs, identifying the most suitable roles required, planning the implementation of the P30[®] and employing the appropriate tools and techniques to be used by the P30[®].

Who should attend?

Those who want to take an active role (designing, implementing, managing or working) in any of the offices described in the P30[®] model.

Pre-requisites:

Participants are required to have passed the P30[®] Foundation Examination.

Course objectives:

The participant will have an overall understanding of the P30[®] Guidance in order to design, implement and manage any component within a P30[®] model.

Course content:

As per the complete P30[®] Foundation Course, plus a more in-depth focus where participants will be able to:

- Successfully establish, develop and maintain appropriate business support structures for their organisation;
- Successfully manage and deliver their business objectives (Portfolio Management) with decision making on strategic alignment, prioritisation, risk management, optimisation of resource, etc. to Senior Management;
- Identify and realise business outcomes and benefits via Programmes; and
- Successfully deliver project outputs that enable benefits within time, cost and quality constraints.

Duration and delivery:

5 days face-to-face, workshop style, comprising:

- 3 days – course work and Foundation exam leading to Foundation accreditation; and
- 1.5 days – course work and Practitioner exam leading to Practitioner accreditation.

Materials Supplied:

The course fee includes the course delivered by an APMG Accredited Trainer, a P30[®] manual, short study guide, comprehensive course notes, practice Practitioner examination paper, examination fee and catering.

Practitioner Certificate

The Practitioner Level Qualification involves a 2 hour 15 minute open book (P30[®] manual only) objective (multiple-choice) examination.

To successfully achieve this accreditation, participants are required to undertake private study and preparation in addition to the course work.