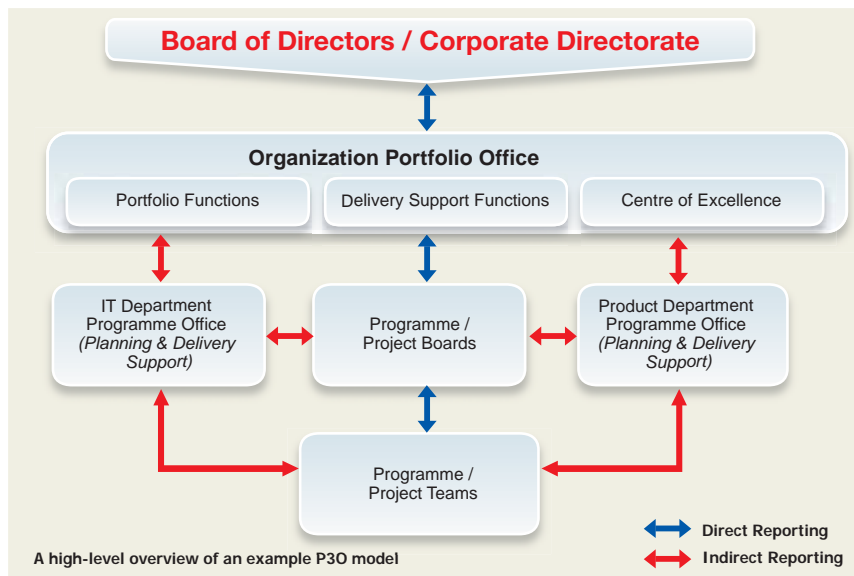


# P30® - Portfolio, Programme & Project Offices Consulting, Training & Certification

## What is P30 (Portfolio, Programme & Project Offices)?

A P30 model supports decision making and delivery of an organization's change portfolio. The P30 guide describes principles, processes, functions and services that can be applied within a portfolio, programme or project office. The guide also describes P30 models and roles that may be applied within different business environments and the relationships between P30 offices and corporate functions.

In an ever changing business environment a well designed P30 will provide governance structures to optimize return from investments and achievement of strategic objectives.



### P30 Training

HiLogic is an Accredited P30 Training Organization delivering public and corporate in-house P30 courses. Throughout our P30 courses participants will explore different P30 models and how to implement or re-energize an existing P30 model.

- 3 day** P30 Foundation Course
- 2 day** P30 Practitioner Course
- 1 day** P30 Overview Course

### Benefits of a well designed P30 model

- ➔ Enabling selection and prioritization of the right business change initiatives
- ➔ Optimizing investments and resource allocation
- ➔ Maximizing returns from business change initiatives
- ➔ Continuous strategic alignment of business change initiatives
- ➔ Controlled management of resource conflicts and scarce resources
- ➔ Transparent progress monitoring of change initiatives against key result areas and strategic objectives
- ➔ Minimising duplications of scope and benefits double counting
- ➔ Ensuring the right people are involved in change control decision making

### P30 Services

HiLogic can assist your organization to establish a P30 model comprising of a Portfolio, Programme and/or Project Office aligned to business drivers, maturity, functions and services of the client organization. Our P30 services include:

- ➔ P30 design and set up
- ➔ Portfolio, programme and project maturity assessments
- ➔ Programme and project set up
- ➔ Portfolio prioritization
- ➔ P30 portfolio tracking and assurance services
- ➔ P30 tool implementation
- ➔ Portfolio, programme and project competency assessments



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# P30® - Portfolio, Programme & Project Offices Consulting, Training & Certification

## P30 Certification

Our Foundation and Practitioner training illustrates models, functions, roles and responsibilities for establishing and operating a Portfolio, Programme or Project Office. The training will also explore and explain how a P30 model can add value through the establishment of information flows designed to support senior management decision making.

### P30 Foundation Training and Certification

#### Training Aims

By attending this course participants will be able to:

- ▶ Understand the principles and terminology of the P30 guide
- ▶ Describe P30 roles and different P30 models
- ▶ Discuss the value of establishing a P30 model
- ▶ State the key functions and services of a P30
- ▶ Describe tools and techniques used by a P30

#### Certification Exam

The Foundation exam is a closed book, 50 question multiple choice exam. The exam must be completed within 40 minutes and delegates must score 60% and above to attain the P30 Foundation certification.

**For:** Head of Portfolio Office and Portfolio Specialists, Programme & Project Office Managers and staff, Centre of Excellence Managers and staff.

#### Topic areas covered:

- ▶ The value of establishing a P30
- ▶ P30 models
- ▶ P30 roles and responsibilities
- ▶ P30 functions and services
- ▶ P30 tools and techniques
- ▶ Implementing or re-energizing a P30
- ▶ How to measure the success of a P30
- ▶ Foundation certification exam

### P30 Practitioner Training and Certification

This program includes revision and exercise sessions utilising sample scenarios to refine the delegate's understanding of the P30 guide and prepare delegates for the Practitioner certification exam. Passing the P30 Foundation exam is a pre-requisite to completing the P30 Practitioner exam.

#### Training Aims

By attending this course participants will be able to use the P30 guide to justify, construct and manage a Portfolio, Programme or Project Office through the application of P30 principles, processes, functions, services, tools and techniques.

#### Course Exam

The Practitioner exam is an open book, objective style exam comprising of 7 questions with a total of 70 marks available. The exam must be completed within two-and-a-quarter hours and delegates must score 50% and above to attain the P30 Practitioner certification.

**For:** Head of Portfolio Office and Portfolio Specialists, Programme & Project Office Managers and staff, Centre of Excellence Managers and staff.

#### Topic areas covered:

The Practitioner training is a case study scenario based course designed to prepare delegates for Practitioner certification. The course includes revision sessions and sample exam questions designed to expand understanding on the application of:

- ▶ The principles, processes, functions and services detailed in the P30 Guide
- ▶ The tools and techniques described in the P30 Guide
- ▶ How a P30 model can be applied in different environments in a given scenario
- ▶ Offer approaches to help answer Practitioner Exam questions.

### 5 day P30 Foundation & Practitioner Training & Certification program

The 5 day Foundation & Practitioner program is a training package which combines the P30 Foundation and Practitioner courses at a special price. Contact us for more information.

HiLogic's training and coaching services are designed to assist organizations to quickly develop the skills base and 'know-how' needed to effectively apply best practice management approaches. HiLogic offers a calendar of public courses plus in-house training courses. To learn more about our services please contact us or visit [www.hilogic.net](http://www.hilogic.net)



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