

The Project Leadership SeriesSM

Presented by the
MARTHA AND SPENCER LOVE
SCHOOL OF BUSINESS

at

Elon University

In collaboration with



Learning
Leading
Collaborating

T A N D E M

*"Leading through
teaching and inspiring
others."*

Recommended Prerequisites:

- Fundamentals of Project Management

Recommended Follow-Up Courses:

- Project Risk Management
- Advanced Project Management
- PMP® Certification Exam Preparation
- Leadership Skills for the Project Professional
- The PMO:
Leading the Project
Delivery Organization

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Developing and Leading the Project Management Office (PMO)

Developing and Leading the Project Management Office (PMO) is a two-day, instructor-led, training class designed to help participants develop and incorporate one of the fastest emerging leadership organizations across industries, the Project Management Office (PMO).

Subject Matter

Project Management Offices (PMOs) exist in many shapes and sizes and exert differing levels of authority. As a result, it is imperative that an organization structures and designs the PMO to benefit the delivery of projects—not by adding unnecessary bureaucratic processes.

The design of this course is structured to allow students to not only understand the fundamental concepts, benefits, and processes of the PMO, but also enables them to become familiar with relevant tools and techniques for optimizing a PMO—that aligns with the needs of their organization.

Topic areas include:

- ♦ Project Definition
- ♦ Project Dependencies
- ♦ Portfolio Management
- ♦ Project Prioritization & Time Management
- ♦ Portfolio Risk Management
- ♦ Project Reporting and Communications
- ♦ Cross-Project Controls
- ♦ Schedule and Cost Analysis

Recommended Attendees

The course will benefit PMO leaders, senior project managers, and executives responsible for project delivery success.

Participants Will Receive

- ♦ Comprehensive Student Guide
- ♦ Workbook Including Course Case Study and Templates
- ♦ Project Management and Standard PMO Templates (electronic)
- ♦ Certificate of Participation
- ♦ 14 PDUs / 1.4 CEUs

What Previous Attendees Have Said:

*"This seminar will help me maintain focus on the important things versus minutiae."
"Timely and relevant. I can use the lessons for my portfolio of projects right now."
"The seminar helps shift my mindset from single projects to multiple initiatives."*

*"Logical presentation of the subject, with relevant real-life examples provided for a great learning experience."
"Class discussions and instructor input made for excellent learning experience." "Great for discovering methods and best practices on portfolio management."*

