

# PROJECT MANAGEMENT OFFICE (PMO)

(2 days, 16 hours, 16 PDUs)

More and more organizations realize the importance of establishing one or several Project Management Offices (PMOs). In this course you will learn what a PMO is, how it can be established, how to continuously improve it and how the PMO can contribute to creating a better Project Culture in the company or organization.

*Project success must be repeated!*

## AFTER THE COURSE YOU WILL

- ❖ Know what a PMO is and how it can be created and improved
- ❖ Know the main reasons for its existence
- ❖ Know the GreenlightPM PMO model (\*), and how it can be used for a step by step establishment of a PMO in your organization
- ❖ Have an action plan covering what to improve and introduce in your Project Management Office

(\* ) *The GreenlightPM PMO Model is based on real hands-on experience and is in line with the Project Management Institute (PMI)® standards.*

## TRAINING METHODS

The trainers will share with the participants experiences and good practices from real project offices that they have been involved in personally, as project managers as well as project office managers.

Documentation is included covering all the topics.

## PREREQUISITES

Experience and/or knowledge from Big projects, Programs, PMO Management, Project Portfolio Management is recommended.

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## SUBJECTS

- ❖ The typical current situation
- ❖ Project Culture and the role of the Project Office
- ❖ The Balanced Matrix Organization
- ❖ The GreenlightPM PMO Model – 7 areas:
  - ✓ Project Portfolio Management
  - ✓ Business Acumen
  - ✓ Project Support
  - ✓ Cross Functional Processes and Tools/Continuous Improvements
  - ✓ Staffing and Competence Development
  - ✓ Project Leadership Skills
  - ✓ Project Culture
- ❖ Result Oriented Management
- ❖ A realistic case study
- ❖ Action Plan



## TARGET GROUP

- ❖ Program Management Office (PMO) Managers
- ❖ PMO Members
- ❖ Program Managers
- ❖ Experienced Project Managers
- ❖ Functional Managers / Directors, with an interest in PMO Management