

Course Title: Prepare for Project Management Office (PMO) Success

Looking to build a PMO from scratch? Enhance your expertise as a PMO professional? Or collaborate more effectively as a Subject Matter Expert (SME)? This comprehensive course provides practical, real-world strategies to drive PMO success, career growth, and organizational efficiency.

Course Overview

CPD UK Accredited PMO Certification – Enhance your professional credentials with an officially accredited course that equips you with the skills to establish, optimize, and collaborate within a Project Management Office (PMO).

Who Should Enrol in This PMO Course?

- **Leaders & Professionals Setting Up a PMO** – Learn a structured approach to building a high-impact, business-aligned PMO.
 - **Current PMO Practitioners & Leaders** – Master governance, reporting, and optimization strategies to enhance PMO effectiveness.
 - **Subject Matter Experts (SMEs), Work Package/Workstream Managers & Project Stakeholders** – Understand how to engage with PMOs, contribute to decision-making, and support project success.
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What You'll Learn:

- **PMO Setup & Strategy** – Define the structure, governance, and role of an effective PMO.
 - **Best Practices & Compliance** – Implement industry-standard methodologies for project alignment, risk management, and resource optimization.
 - **Stakeholder Engagement & Influence** – Develop high-impact communication skills to collaborate with executives, SMEs, and project teams.
 - **PMO Tools & Reporting** – Insight into leading project management technologies for data-driven decision-making and performance tracking.
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Benefits of The Course?

- ✓ **Earn a Globally Recognized CPD Certification** – Develop stand out PMO expertise that enhances your career prospects and contributes to business success with an industry-recognized CPD UK-accredited certificate upon completion.
- ✓ **Proven & Practical** – Gain real-world insights on best practice PMO establishment, leadership, and stakeholder collaboration.
- ✓ **Interactive Learning** – Apply knowledge with real-world case studies, hands-on templates, and knowledge checks.

PLAN OUTSOURCE

Breakdown of How the Modules Align with the Course Objectives

Module	Key Learning Focus	Aligns with Audience Goals
Module 1: Understanding the PMO (30-45 minutes)	Provides foundational knowledge of PMOs, their functions, and different structures.	Perfect for beginners setting up a PMO & SMEs understanding how PMOs function.
Module 2: PMO Governance & Decision-Making (30-45 minutes)	Focuses on governance structures, risk management, and compliance.	Critical for PMO leaders designing governance and SMEs influencing decision-making.
Module 3: Tools, Templates & Reporting for SMEs (30-45 minutes)	Teaches the use of PMO tools and documentation best practices.	Supports PMO professionals in optimizing workflows and SMEs in effective reporting.
Module 4: The SME's Role in the PMO Framework (30-45 minutes)	Explains the role of SMEs in the project lifecycle and common engagement challenges.	Helps SMEs and PMO professionals improve collaboration and project integration.
Module 5: Final Assessment & Real-World Application (30-45 minutes)	Provides a capstone project and structured application of PMO concepts.	Reinforces learning and ensures all audiences can apply their knowledge in real scenarios.

Project Management Institute, PMI PDU Eligible Training

Total PDUs: 12 PDUs

Course Module	PMI Talent Triangle Category	PDUs
PMO Setup & Strategy – Defining structure, governance, and PMO roles	Working Methods: Formerly Technical Project Management	3
Best Practices & Compliance – Implementing PMO methodologies and risk management	Working Methods: Formerly Technical Project Management	3
Stakeholder Engagement & Influence – Communication strategies and leadership skills	Power Skills: Formerly Leadership	3
PMO Tools & Reporting – Using project management technologies for data-driven decisions	Working Methods: Formerly Technical Project Management	2
Strategic Role of PMOs – Aligning PMOs with business objectives	Business Acumen: Formerly Strategic and Business Management.	1