

# P3O®, Practitioner, certification Portfolio, Programme and Project Office

Hands-on course of 2 days - 14h

Ref.: PRA - Price 2025: 1 990 (excl. taxes)

## EDUCATIONAL OBJECTIVES

At the end of the training, the trainee will be able to:

Define a Business Case for the Implementation of P3O®

Build a P3O® model adapted to the needs and maturity of the organization

Plan the implementation of P3O® within an organization

Use the right tools and techniques to help the implementation of P3O®

Pass P3O® Practitioner certification exam

## CERTIFICATION

This course includes P3O®

Practitioner exam: 4 questions of 20 marks each - 80 marks in total, 150 minutes, 50% pass mark - 40 out of 80, open book - (only the P3O Guide is allowed).

## THE PROGRAMME

last updated: 02/2024

### 1) Introduction to P3O® Practitioner

- The goals of P3O® Practitioner.
  - Introduce the certification exam: structure, content, preparation tips.
  - Global vision and principles of P3O® Practitioner.
  - Context of applying P3O®. Revision: Portfolio concepts, program and project.
- Storyboarding workshops* : Exchanges and feedback on the managing of a portfolio, programs and projects in various types of organization.

### 2) The implementation of the P3O® model

- Convince the direction staff: benefits, value matrix, key success factors and key performance indicators.
  - Set a proper business case to the organization for the implementation of P3O®.
  - Presentation of different ways to implement the concepts and P3O® model.
  - Adaptation of the model to the specificity of an organization: structure, governance, functions and services.
  - Determine the roles and responsibilities within the P3O® model. Criteria to select different roles.
  - Implement or update the P3O® model within an organization according to its goals and maturity.
  - A pragmatic and planned lifecycle approach. Set the schedule for implementation.
- Exercise* : Exam preparation exercises. Commented correction. Practical advice.

### 3) Tools and Techniques

- Presentation of the tools helping to implement P3O®.
  - Presentation of techniques helping to implement P3O®.
  - Discussions on cases of practical use of various tools and techniques to support the implementation of P3O®.
- Exercise* : Exam preparation exercises. Commented correction. Practical advice.

## TRAINER QUALIFICATIONS

The experts leading the training are specialists in the covered subjects. They have been approved by our instructional teams for both their professional knowledge and their teaching ability, for each course they teach. They have at least five to ten years of experience in their field and hold (or have held) decision-making positions in companies.

## ASSESSMENT TERMS

The trainer evaluates each participant's academic progress throughout the training using multiple choice, scenarios, hands-on work and more. Participants also complete a placement test before and after the course to measure the skills they've developed.

## TEACHING AIDS AND TECHNICAL RESOURCES

- The main teaching aids and instructional methods used in the training are audiovisual aids, documentation and course material, hands-on application exercises and corrected exercises for practical training courses, case studies and coverage of real cases for training seminars.
- At the end of each course or seminar, ORSYS provides participants with a course evaluation questionnaire that is analysed by our instructional teams.
- A check-in sheet for each half-day of attendance is provided at the end of the training, along with a course completion certificate if the trainee attended the entire session.

## TERMS AND DEADLINES

Registration must be completed 24 hours before the start of the training.

## ACCESSIBILITY FOR PEOPLE WITH DISABILITIES

Do you need special accessibility accommodations? Contact Mrs. Fosse, Disability Manager, at [psh-accueil@ORSYS.fr](mailto:psh-accueil@ORSYS.fr) to review your request and its feasibility.

#### 4) Exam

- Revision.
- Final exam.

## DATES

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### REMOTE CLASS

2025 : 21 juil., 27 oct.