

# Course Description

## The Project Management Office (PMO): Functionality and Management AMS1026

*7 Professional Development Units  
7 Education Hours*



### Overview

The Project Management Office (PMO) has emerged as a common best practice and organizational structure for many corporate organizations across diverse industries. This course will lead the participant from the mindset of developing a sound and specific PMO structure and organization to the current best practice and benchmark information pertaining to type, functionality, staffing and achievable benefits and practices.

### Learning Objectives

- Gain insight to the structures and types of successful PMOs
- Discuss the prerequisites for Best-In-Class PMO Organizations
- Understand the service and governance profiles of successful PMOs
- Understand the PMO's key roles and responsibilities
- Explore metrics for ROI, Productivity and Oversight
- Discuss the PMO's role in Knowledge Management and Continuous Improvement
- Review strategies to overcome cultural inertia
- Examine the PM tools and practices for Best-In-Class PMO Organizations

### Format

This course is highly interactive and how-to oriented. Discussion of concepts and principles is followed by group exercises or group discussions.

### Duration

One day

### Who Should Attend

PMO managers and staff, project executives and project managers would benefit by taking this course.