

P30[®] Overview Course



Course Objective

To introduce the topics covered by the UK Cabinet Office Portfolio, Programme & Project Office guidance.

Delegate Profile

This workshop is suitable for individuals newly-appointed to a portfolio, programme or project office environment; or senior managers considering the introduction or re-configuration of such a structure within their organisation. (Support offices may go by many names including Portfolio Office, Centre of Excellence, Enterprise or Corporate Programme Office.)

Topics Covered

Overview

Project Management Concepts

Programme Management
Concepts

Portfolio Management Concepts

P30 Overview

P30 Maturity

Trainer Profile

All AFA P30 trainers have undergone the rigorous approvals process administered by the APM Group on behalf of the UK Cabinet Office. They are practising project and programme managers with considerable experience in a wide range of industry sectors. The use of hybrid trainer-managers is of great benefit to delegates and ensures that illustration and anecdotes have up-to-date validity and that the training given, whilst being true to the syllabus is also pragmatic.

Location and Duration

AFA open courses take place at approximately six week intervals at a range of locations across the UK. All venues have been chosen for their modern equipment and ease of access from major road, rail and air routes. Alternatively client events can be arranged either on-site or at a suitable venue nearby. A full open course schedule can be found at <http://www.afaprojects.com/courses/search/>.

This course takes place over one day.

AFA has always played a full part in the Best Practice community. AFA trainers and consultants have served on the editing and review teams for all recent updates of the guidance manuals. Several AFA trainers are examiners or assessors for one or more of the methodologies.

ProjectCoach

AFA is pleased to introduce ProjectCoach, a new premium service which is completely free of charge to AFA clients. This confidential service gives every delegate the opportunity to have a document reviewed by one of AFA's experienced consultants.

AFA Atrium

The AFA Atrium is a secure online document repository, for use by all delegates on AFA's courses. The Atrium will provide a range of value-added resources for use by delegates before, during & after classroom training.

Guaranteed Courses

AFA guarantees all course dates in England. We believe that delegates should not have to worry about cancelled courses or transferring dates.

Course Arrangements and Cost

Open course places cost from £295+VAT per delegate.

Included in the cost of the course are:

Joining instructions and pre-course preparation pack

Access to the AFA Atrium

Official publication 'Portfolio, Programme & Project Offices'

Printed course material

Course refreshments

ProjectCoach Service

Joining instructions including pre-course exercises and P3O manual are sent out approximately 2 – 3 weeks before the course start date. For overview delegates one hour of pre-course preparation should be sufficient.

What is P3O?

P3O stands for Portfolio, Programme and Project Offices and the first edition of the guidance, developed by the UK Cabinet Office, was released in 2008. P3O training courses have since become a must-have for those working within support offices. A P3O (mistakenly called P30 by some users) model provides a decision enabling/delivery support structure for all types of change within an organisation.

The Overview course gives delegates a brief insight into the Principles, Processes and Techniques which help to facilitate P3O enablement.

Attending the Overview course will give you the opportunity to see if you wish to learn more about the method by either attending our 3 day Foundation course or 5 day Foundation & Practitioner course.

We would be pleased to provide a quote for an in-house event, based on location and delegate numbers. Course timetables can be tailored to meet client requirements. Please contact us for further information.

Why AFA?

AFA was established sixteen years ago as a management consultancy organisation. AFA is one of the original and leading P3O Accredited Training Organisations (ATOs). Since the introduction of the P3O guidance, AFA quickly established themselves as one of the largest organisations delivering accredited training for both the Foundation and Practitioner qualifications. AFA have established a reputation for being able to deliver training courses that combine excellent exam pass rates with realistic and practical guidance ensuring maximum skills transfer.

AFA continues to specialise in the Best Practice methods, becoming accredited at the earliest possible opportunity to deliver training in:

MoP™ portfolio management
PRINCE2® project management
MSP® programme management
M_o_R® risk management

Five further training strands complete the AFA offering:

Change Management – accredited by the APM Group
Benefits Management – developed from experience of MSP training & implementation
ITIL® Service Management – accredited by ISEB
APM Qualifications – accredited by the Association of Project Management
MoV™ Management of Value – accredited by the APM Group

We believe that this unique combination of expertise allows us to help organisations to maximise the benefits of their change initiatives.

Contact Details

If you would like further information or wish to make a booking please contact Stuart Flatt at Stuart.Flatt@AFAPROJECTS.COM or on 01362 692973, or book online at www.AFAPROJECTS.COM.