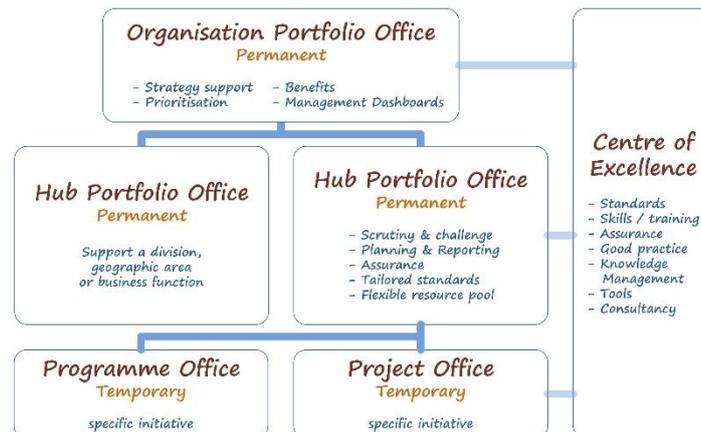


## Inspiring P30® Training

### About P30

P30 is an acronym of *Portfolio Programme and Project Offices*. The P30 guidance, through principles, processes and techniques, provides a model for support structures for projects, programmes and enterprise project portfolios. Having an effective P30 model will provide an organisation with decision enabling information as well as structures for delivering change. P30 pools together best practice on support offices for projects, programs and portfolios.



### About Inspiring Projects

Inspiring Projects, a division of Aspire Australasia Pty Ltd, has been recognised by APMG International as an Accredited Training Organisation, licensed to deliver training in P30 and other Best Management Practice products. We offer training throughout the Asia Pacific region. We have had over 10 years' experience in using elements of P30 in real programmes and projects, and bring this deep experience to our courses.

### About our training

Our P30 training is designed to assist people and organisations to quickly develop the skills base and 'know-how' needed to effectively adopt and apply P30. Our trainers and training materials are regarded as among the best available in Australasia. We incorporate the latest research in effective learning into our approaches. In support of the different ways people learn, our courses include a mixture of presentations, hands-on activities, discussions and review sessions. After their courses, our delegates are given access to the tools we have developed to increase the success of our clients' support offices. In addition to our accredited Foundation and Practitioner courses, we offer associated executive briefings and short courses, and workshops on specific skills needed in a support office environment.

### Additional support

We can deliver any of our courses in-house, and customise our courses to better suit your needs. We also provide ongoing coaching and mentoring support, as well as in-depth consulting and project start-up, review and rescue services.

### Contact us

To learn more about how P30 and our services can benefit you, or to register on one of our courses, or to ask for more information or a quote, call us now on 03 9015 9459, email [training@InspiringProjects.com.au](mailto:training@InspiringProjects.com.au) or visit [www.InspiringProjects.com.au](http://www.InspiringProjects.com.au).

## P3O Foundation Course

Course Code	P3OF3
Overview	<p>Project, Programme and Portfolio Office (P3O) is one of the core elements in the Best Management Practice suite of guidance. A P3O model provides a decision enabling/delivery support structure for all change within an organisation. This may be provided through a single permanent office which may exist under several different names e.g. Portfolio Office, Centre of Excellence, Enterprise or Corporate Programme Office, Project Management Office or Project Support. It may otherwise be provided through a linked set of offices (portfolio office, programme offices, project offices), both permanent (enabling / supporting business objectives and consistency of delivery) and temporary (enabling / supporting specific programmes and projects), providing a mix of central and localised services.</p> <p>This course comprises three days of trainer-led instruction, and practical exercises, conveying an understanding of the P3O model culminating in the Foundation examination.</p>
Course Objectives	<p>This course will enable delegates to:</p> <ul style="list-style-type: none"> <li>• Articulate an overview of different ways the P3O can add value;</li> <li>• Recall and understand key reasons and benefits required to get senior management approval for the P3O;</li> <li>• Identify the different P3O models and the need to adapt to the organisation's needs, taking account of the organisation's size and Portfolio Programme and Project Management Maturity;</li> <li>• Identify the key elements of a plan to either implement or re-energise a P3O;</li> <li>• Recall the different purposes of a range of tools and techniques required in the P3O;</li> <li>• Confidently attempt the Foundation Exam.</li> </ul>
Who Should Attend	<ul style="list-style-type: none"> <li>• Anyone who is working in or responsible for establishing or justifying investment in a P3O Model or re-energizing an existing office or setting up new P3O Office/s;</li> <li>• Anyone who seeks to add better value and develop a career in this important area.</li> </ul>
Prerequisites	There are no prerequisites for the course; however some basic understanding of portfolio, programme and project management principles would be useful.
Course Content	<p>Topics covered include: P3O Overview &amp; Principles; P3O Models and Tailoring; Implementation of a P3O model; Tools and Techniques; Roles &amp; Responsibilities.</p> <p>The Foundation exam is a multiple choice exam consisting of 50 questions that must be answered in 40 minutes. To be successful in this exam the delegate must correctly answer 30 or more questions. We conduct the exam on behalf of APMG.</p> <p>There will be homework each evening.</p>
Included with the course	<p>The P3O Manual;            Foundation Delegate Workbook including activities, discussions, quizzes and sample exams;            Our P3O Desk Reference Chart;            Foundation Exam;            Lunch, and morning and afternoon refreshments;            Post-course support, including access to our alumni-only resources.</p> <p>A pre-course pack consisting of the Pre-Course Reading Guide and the P3O Manual can be sent to participants who complete registration at least 10 days before scheduled course start. We do recommend that participants complete 10 - 12 hours of pre-course reading, but this is not mandatory.</p>
Delivery	Public or in-house classroom-style over 3 days. eLearning and blended offerings coming.
Availability	We offer a public schedule of Foundation courses.
Professional	PMI: 24 PDUs; AIPM: 15 CPD points