



PMI TRAINING

Project Management Office Pmo Course

Learn to establish, manage, and optimize Project Management Offices. Drive organizational efficiency and project success with proven PMO strategies.

DURATION

40 hours

LEVEL

Intermediate

FORMAT

Instructor-Led

-
- Globally Recognized Certification
 - Expert-Led Hands-On Training
 - Flexible Scheduling

Computer Pride | 1st Floor, ICEA Building, Kenyatta Avenue, Nairobi | www.computer-pride.co.ke

COURSE OVERVIEW

The Project Management Office (PMO) Course is designed for professionals seeking to establish, operate, or mature a PMO within their organization. This comprehensive program delves into the strategic importance of a PMO, exploring its various models, functions, and critical success factors. Participants will gain a deep understanding of how to implement robust project governance frameworks, standardize project management processes, and effectively manage a portfolio of projects to align with organizational objectives, ultimately driving consistent project success and delivering tangible business value. The course emphasizes best practices from PMI, equipping you with the knowledge to optimize project delivery and foster a culture of project management excellence.

Through practical case studies and hands-on exercises, you will learn to select appropriate PMO structures, define key performance indicators (KPIs), and leverage various tools and methodologies for effective portfolio, program, and project oversight. This training will empower you to become a pivotal force in improving organizational project maturity, resource utilization, and decision-making capabilities. You will master the art of developing and implementing a PMO roadmap, ensuring that your organization's project initiatives consistently contribute to its strategic goals and achieve higher rates of success.

Duration	40 hours
Level	Intermediate
Vendor	PMI

COURSE CURRICULUM

01 Module 1: Introduction to the Project Management Office (PMO)

- Defining the PMO and its strategic importance
- Different types of PMO models (Supportive, Controlling, Directive)
- The value proposition of a PMO in an organization
- Evolution of PMOs and current trends
- PMO relationship with organizational strategy and business objectives

02 Module 2: Establishing and Structuring the PMO

- Developing a PMO charter and vision
- Assessing organizational readiness for a PMO
- Key roles and responsibilities within a PMO
- PMO organizational structures and reporting lines
- Stakeholder management and communication strategies for PMO implementation

03 Module 3: PMO Services and Operational Functions

- Developing and standardizing project management methodologies and processes
- Project portfolio management (PPM) and strategic alignment
- Resource management and capacity planning
- Risk management and quality assurance within the PMO context
- Performance measurement, reporting, and dashboard creation

04 Module 4: PMO Governance, Tools, and Technology

- Establishing effective project governance frameworks
- Change management and organizational adoption strategies
- Selecting and implementing PMO tools and software (e.g., PPM tools, reporting tools)

- Data analysis and informed decision-making
- Best practices for PMO documentation and knowledge management

05 Module 5: Measuring PMO Performance and Continuous Improvement

- Defining key performance indicators (KPIs) for PMO effectiveness
- Measuring PMO value and return on investment (ROI)
- Conducting PMO maturity assessments
- Strategies for continuous improvement and PMO evolution
- Addressing common challenges and pitfalls in PMO operations

CAREER PATHWAYS

Graduates of this program are prepared for the following roles:

- > **PMO Analyst/Specialist**
- > **PMO Manager**
- > **Portfolio Manager**

FREQUENTLY ASKED QUESTIONS

Q: What are the primary skills I will gain from this Project Management Office PMO Course that I can immediately apply in my role?

This course will equip you with the practical skills to define and implement robust project governance frameworks, standardize project management processes, and effectively manage a portfolio of projects for strategic alignment. You will learn to establish performance metrics, develop comprehensive reports, and drive continuous improvement within a PMO. These skills are directly applicable to enhancing project success rates and optimizing resource utilization in any organization.

Q: How does this Project Management Office (PMO) Course differ from a general Project Management Professional (PMP) certification?

While PMP focuses on managing individual projects from initiation to closing, the PMO course takes a broader, organizational-level perspective. It trains you on establishing, operating, and maturing a Project Management Office, which oversees multiple projects, programs, and portfolios. This course focuses on standardization, governance, strategic alignment, and the infrastructure required to support project managers and improve overall organizational project maturity, rather than the execution of a single project.

Q: What are the recommended prerequisites or prior experience needed to get the most out of this PMO course?

To fully benefit from this Project Management Office PMO Course, it is highly recommended that participants have a foundational understanding of project management principles, ideally with some practical experience in project environments. While not strictly mandatory, having completed an introductory project management course or possessing a certification like CAPM or PMP will provide a strong baseline, enabling a deeper engagement with the strategic and operational aspects of PMO establishment and management.

ABOUT COMPUTER PRIDE



East Africa's Premier IT Training Center

With over 15 years of excellence, Computer Pride delivers globally recognized certification programs from leading technology vendors. Located on Kenyatta Avenue in Nairobi's CBD, our state-of-the-art facilities and expert instructors have empowered thousands of professionals across East Africa.

15+

Years of Excellence

10,000+

Professionals Trained

50+

Vendor Certifications

READY TO ENROL?

Take the next step in your technology career.

Location

1st Flr, ICEA Building
Kenyatta Ave, Nairobi

Email

info@computer-pride.co.ke

Phone

+254 705 900 900

www.computer-pride.co.ke