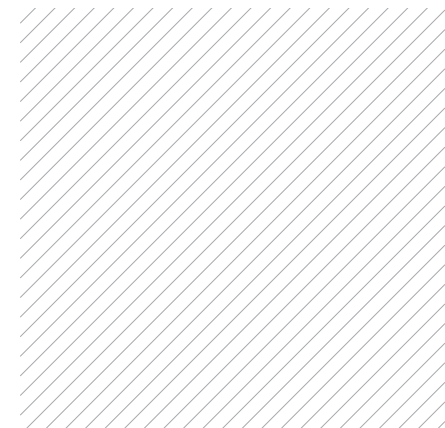


The Management  
of Portfolios

# MoP<sup>®</sup>

Training Course

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## › Why Bakkah?

Bakkah Learning is a leading company in the training field, with a team of carefully acquired experts in different spectrums of business to support learners in their journey to achieve professionalism and better opportunities in life.



### CONTENT

- Designed by Experts
- Aligned with today's business world topics



### PARTNERSHIPS

- Exclusive Partnerships with International Accreditation Bodies, PeopleCert.



### 24/7 TECHNICAL SUPPORT

- Ready to answer your inquiries and handle your requests.



### FLEXIBLE DELIVERY METHODS

- Live Online

# About the Course

- The MoP (Management of Portfolios) course, accredited by AXELOS, is designed to equip professionals with the knowledge and skills to effectively manage portfolios of projects and programs. By enrolling in this course, individuals gain a deep understanding of portfolio management principles, practices, and techniques. They learn how to align portfolios with strategic objectives, prioritize investments, and optimize resource allocation. With the MoP accreditation from AXELOS, participants can demonstrate their proficiency in portfolio management and enhance their career prospects in the field.

## » Why Earn this Badge?





**Industry Recognition:**  
Globally recognized and accredited  
by AXELOS.

07



## Who should Get this Badge?

01

Members of Management Boards and Directors of Change .

02

Senior Responsible Owners (sros) .

03

Portfolio, Programme, Project, Business Change, and Benefits managers.

04

Business case writers and

05

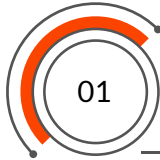
Project appraisers



# Course Objectives:

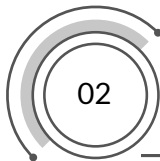


By the end of the MoP course, you'll be able to:



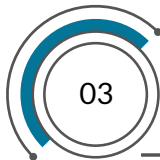
01

Understand the key concepts and principles of portfolio management.



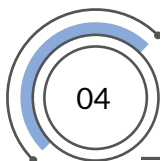
02

Apply strategic management techniques to align portfolios with organizational goals.



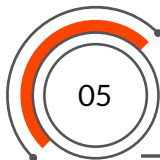
03

Develop effective portfolio governance structures and processes.



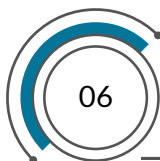
04

Identify and manage risks and issues related to portfolios.



05

Engage stakeholders and communicate effectively throughout the portfolio management process.



06

Contribute to improved decision-making and resource allocation within portfolios.

# Exam Details

## MoP® Exam Format

### Foundation

- Multiple choice examination questions
- 50 questions per paper
- 25 marks required to pass (out of 50 available) - 50%
- 40 minutes' duration
- Closed book.

### Practitioner

- Objective testing format
- Four questions per paper with 20 marks available per question - all question items will be worth one mark, making the total number of marks available per paper 80
- 40 marks required (out of 80 available) to pass - 50%.
- Open book exam. Candidates may use the official printed hard copy of the Management of Portfolios guide. The manual may be annotated and tabulated but no sticky notes and loose leaf papers containing additional notes will be allowed.

# Course Outlines

## Introduction: What is Portfolio Management?

- ✓ Introduction about portfolio management.
- ✓ Portfolio management definitions.
- ✓ The portfolio management model.
- ✓ The benefits of portfolio management.
- ✓ Portfolio management misconceptions.

## The Strategic & Organizational Context

- ✓ Portfolio management and strategic and business planning.
- ✓ Portfolio management and budgeting and resource allocation.
- ✓ Portfolio management and program and project management.
- ✓ Portfolio management and performance management.
- ✓ Portfolio management and corporate governance.
- ✓ Portfolio management and corporate functions.

## Portfolio Management Principles

- ✓ Introducing the portfolio management principles
- ✓ Portfolio management principle 1: senior management commitment
- ✓ Portfolio management principle 2: governance alignment
- ✓ Portfolio management principle 3: strategy alignment
- ✓ Portfolio management principle 4: portfolio office
- ✓ Portfolio management principle 5: energized change culture

# Course Outlines

## Portfolio Management Cycles

- ✓ Introduction to the portfolio management cycles
- ✓ Why organizations implement portfolio management?
- ✓ If there is no defined start, how should portfolio management be implemented?
- ✓ Planned vs Ad-hoc Approaches.
- ✓ How is progress sustained?
- ✓ Why does organizational energy link the portfolio management cycles?
- ✓ Portfolio definition cycle
- ✓ Portfolio delivery cycle

## Portfolio Definition Cycle Practices 1-5

- ✓ Introduction about portfolio definition cycle practices.
- ✓ Portfolio management practice 1: understand
- ✓ Portfolio management practice 2: categorize
- ✓ Portfolio management practice 3: prioritize
- ✓ Portfolio management practice 4: balance
- ✓ Portfolio management practice 5: plan

## Portfolio Delivery Cycle Practices 6-12

- ✓ Portfolio management practice 6: management control
- ✓ Portfolio management practice 7: benefits management
- ✓ Portfolio management practice 8: financial management
- ✓ Portfolio management practice 9: risk management
- ✓ Portfolio management practice 10: stakeholder engagement
- ✓ Portfolio management practice 11: organizational governance
- ✓ Portfolio management practice 12: resource management





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