

## MoP® (Management of Portfolios) Foundation & Practitioner with exam

### About MoP®

Management of Portfolios (MoP®) is about investing in the right change initiatives and implementing them effectively. MoP® helps organisations answer a fundamental question: 'Are we sure this investment is right for us and how will it contribute to our strategic objectives?'

MoP® achieves this by ensuring that:

- The programmes and projects undertaken are prioritised in terms of their contribution to the organisation's strategic objectives and overall level of risk.
- Programmes and projects are managed consistently to ensure efficient and effective delivery.
- Benefits realisation is maximised to provide the greatest return (in terms of strategic contribution and efficiency savings) from the investment made.

MoP® is structured around five flexible principles within which the two cycles and the 12 portfolio management practices exist. While portfolio management will be more effective where robust programme and project management (PPM) exists, this is not a prerequisite for its successful implementation.

### Learning objectives

- Introduction to MoP® and setting the context.
- The relationship between MoP® and other key corporate functions.
- Portfolio Management principles
- Portfolio cycles and roles.
- The definition and delivery cycles.
- Framework and documentation.

### Course approach

#### This course is the foundation & practitioner level

**Introduction:** This study level is for awareness only and does not include an exam. It provides an overview of the approach and is suitable for general change and project teams, stakeholders or anyone wishing to know more about the approach. Provides an introduction to MoP® principles, cycles and roles and sets the context of MoP® within the organisation.

Introduction estimated study time: 90 minutes ONLIVE Virtual Classroom and OnDemand and 4 hours e-Learning.

**Foundation:** The purpose of the Foundation certification is to confirm that you have sufficient knowledge and understanding to work as an informed member of a Portfolio Office or in a range of portfolio management roles. It is suitable for anyone involved in change initiatives.

Foundation estimated study time 2 days ONLIVE (virtual) classroom) or 20 hours OnDemand / e-Learning.

**Practitioner:** The purpose of the Practitioner certification is to confirm whether you have achieved sufficient understanding of how to apply and tailor the MoP® guidance and to analyse portfolio data, documentation and roles in relation to a scenario situation. You must hold a Foundation level certificate to study this.

The MoP® Practitioner course explores practical application of the approach with real-world scenarios.

Practitioner estimated study time 2 days ONLIVE (virtual classroom) or 30 hours OnDemand / e-Learning.

### Exam Information

Introduction course: This level of study does not come with certification and is for awareness only.

**Foundation level:**  
Format: Multiple choice closed book  
Question numbers: 50  
Time: 40 minutes  
Pass mark: 25 out of 50 (50%)

**Practitioner level:**  
Format: Objective testing open book  
Question numbers: 4 (total 80 marks)  
Time: 2.5 hours  
Pass mark: 40 marks out of 80 (50%)

#### This course DOES include exam

## Study options

### ONLIVE Virtual Classroom training (live events)

ONLIVE virtual classroom from SPOCE gives you and your organisation the best of both worlds when it comes to training. It is an online learning platform with a very big difference. SPOCE ONLIVE training is presented 'live' by our expert team of trainers and gives you the ability to interact with the trainer and the rest of their virtual class throughout.

- Conducted **live** by a SPOCE lead trainer.
- Delegates can interact with the trainer and their virtual classmates.
- Includes Q&A box, whiteboard presentations, full trainer support and break out groups.
- Exams can be taken online.
- Compatible with any device.
- Delegates receive a recording of each session for any catch up sessions.
- Full trainer support throughout.
- Pre-course study materials so you can hit the ground running on your first day.
- Official manual and course workbooks where exams are booked.
- Exam preparation support.

The perfect solution for those that would like to study from the comfort of their own home but like the support of a classroom environment.

### Virtual classroom training (OnDemand)

All the perks of the live virtual classroom sessions but your modules are set as pre recorded sessions. Gives the feeling of the classroom setting with presentations by lead trainers but with the ability to re run any of the sessions again (or skip them if you wish).

- 6 months access to live recordings.
- Course modules you can access in your own downtime.
- Get the classroom feeling but work at your own pace.
- No need to participate with the rest of the class.
- Access to trainer support is available by contacting us directly.
- Review, repeat or skip any modules you like.

The perfect solution for those that like to learn by traditional training methods but cannot fit a course in to their schedule.

**MoP® Foundation & Practitioner with exam course is available as live virtual classroom or OnDemand**

### E-Learning (documentation)

Do you like the flexibility of being able to choose when and where you study, are fairly confident learning with technology but don't want to lose on quality in your course material? Here at SPOCE we have developed our own brand of award-winning e-Learning courses to support your self-study, accessible worldwide from our Learning Management System. Now you can even take your exams online too!

- Provides flexibility for those wishing to study at a time, pace and place convenient to them.
- A flexible choice of different self-study options, including a blended-learning package combining self-study with a classroom-based revision day
- A cost-effective solution for both individuals and organisations.
- Online learning gives you the freedom to access from any location.
- Work at your own pace and no need to participate if not for you.
- Module are full of interactive, video content and exam simulation questions.

The perfect solution for those that are confident with self study and like to learn at their own pace.

### About SPOCE

- Over 25 years in the training industry.
- The first company to EVER deliver PRINCE2® PRINCE2 Agile® and MSP®
- Lead trainers with an average of 15—20 years experience.
- Founder member of ASPECT (Association for the Promotion of Excellence in Consultancy and Training).
- Accredited by Association for Project Management (APM), APMG and PeopleCert.

