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Course Name

# Mastering the Project Management Office (PMO): From Establishment to Project KPIs and Dashboards

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Sector Name

Project & Contract Management

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## Mastering the Project Management Office (PMO): From Establishment to Project KPIs and Dashboards

### Course Introduction

Organizations across all sectors are under increasing pressure to deliver projects faster, more efficiently, and with stronger strategic alignment. A well-structured Project Management Office (PMO) plays a critical role in standardizing project practices, strengthening governance, enhancing visibility, and ensuring that projects deliver measurable business value.

Recognizing the expanding strategic importance of PMOs, **BOOST** has designed the Mastering the Project Management Office (PMO): From Establishment to Project KPIs and Dashboards program to provide professionals with a comprehensive understanding of how to establish, manage, and continuously improve a PMO. This advanced-level course covers the full PMO lifecycle — from defining the PMO's mandate and governance structure to implementing standardized methodologies, performance measurement frameworks, and executive dashboards.

**The course focuses** on aligning the PMO with organizational strategy, improving portfolio oversight, and enabling informed decision-making through meaningful performance indicators and reporting systems. Participants will explore practical tools for designing PMO structures, standardizing project controls, and

demonstrating the value of project management through data-driven insights.

Through structured frameworks, real-world examples, and applied discussions, participants will gain the knowledge and confidence needed to build or enhance a PMO that drives project success and organizational performance.

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## Mastering the Project Management Office (PMO): From Establishment to Project KPIs and Dashboards

### Target Audience

- ✓ PMO managers and PMO analysts
- ✓ Program and portfolio managers
- ✓ Senior project managers and project directors
- ✓ Strategy and performance management professionals
- ✓ Executives overseeing project portfolios
- ✓ Consultants supporting PMO setup or transformation
- ✓ Professionals preparing to establish or lead a PMO

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## Mastering the Project Management Office (PMO): From Establishment to Project KPIs and Dashboards

### Learning Objectives

- ✓ Understand the purpose, functions, and different types of PMOs
- ✓ Design a PMO structure aligned with organizational strategy and maturity
- ✓ Establish PMO governance frameworks, policies, and operational processes
- ✓ Standardize project management methodologies, templates, and controls
- ✓ Implement portfolio oversight and project prioritization mechanisms
- ✓ Define and monitor project and PMO performance KPIs
- ✓ Develop effective reporting structures for project and portfolio visibility
- ✓ Design project dashboards that support executive decision-making
- ✓ Use performance data to drive continuous improvement and demonstrate PMO value

## Mastering the Project Management Office (PMO): From Establishment to Project KPIs and Dashboards

### Course Outline

#### ✓ DAY 1

##### **PMO Concepts, Roles, and Organizational Alignment**

- Evolution and purpose of the PMO
- Types of PMOs: supportive, controlling, and directive
- Role of the PMO in strategy execution
- Aligning the PMO with organizational objectives
- Stakeholders of the PMO and their expectations
- Assessing organizational project management maturity

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## Mastering the Project Management Office (PMO): From Establishment to Project KPIs and Dashboards

### Course Outline

#### ✓ DAY 2

##### **PMO Design, Structure, and Implementation Roadmap**

- Defining the PMO mandate, scope, and services
- Designing PMO organizational structures and roles
- Developing a PMO implementation roadmap
- Change management considerations in PMO setup
- Resource planning and capability development
- Communicating PMO value to leadership and stakeholders

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## Mastering the Project Management Office (PMO): From Establishment to Project KPIs and Dashboards

### Course Outline

#### ✓ DAY 3

##### **PMO Governance, Methodologies, and Project Control**

- Establishing PMO governance frameworks and policies
- Standardizing project management methodologies
- Templates, tools, and documentation standards
- Stage gates, approvals, and project control mechanisms
- Risk, issue, and change management oversight
- Ensuring compliance and consistency across projects

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## Mastering the Project Management Office (PMO): From Establishment to Project KPIs and Dashboards

### Course Outline

#### ✓ DAY 4

##### **Project Performance Measurement and PMO KPIs**

- Defining project success criteria and performance indicators
- Schedule, cost, scope, quality, and benefits metrics
- Portfolio-level performance measurement
- Resource utilization and capacity metrics
- PMO performance KPIs and service effectiveness
- Using data to support portfolio decisions

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## Mastering the Project Management Office (PMO): From Establishment to Project KPIs and Dashboards

### Course Outline

#### ✓ DAY 5

##### **Dashboards, Reporting Systems, and PMO Value Realization**

- Designing executive project and portfolio dashboards
- Visualizing data for decision-making
- Reporting structures for different management levels
- Communicating insights rather than just data
- Demonstrating PMO value through performance results
- Continuous improvement of PMO services and processes

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## Mastering the Project Management Office (PMO): From Establishment to Project KPIs and Dashboards

### Confirmed Sessions

FROM	TO	DURATION	FEES	LOCATION
July 13, 2026	July 17, 2026	5 days	4250.00 \$	UAE , Dubai

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