



What Should I Do?

Follow these steps to introduce project portfolio management at your organization.



Identify Business Goals/Strategy

- ☐ Ask “What do we want to achieve?”
- ☐ Develop an action plan
- ☐ Align portfolio with strategy

Establish a PMO

- ☐ Formalize a center for PPM governance
- ☐ Define roles and responsibilities
- ☐ Make sure PMO has executive support

Develop Project Evaluation Criteria

- ☐ Evaluate project initiatives
- ☐ Consider return on investment
- ☐ Select and prioritize projects that optimize value

Develop Risk Management Strategy

- ☐ Create risk-return profile for each project initiative
- ☐ Compare initiatives side-by-side and against overall portfolio
- ☐ Assess risks several times over duration of project lifecycle

Invest in a PPM Solution

- ☐ Read reviews
- ☐ Schedule trials and demos
- ☐ Get feedback, choose a solution