



DATA SHEET

Portfolio Management

In the PORTFOLIO module, you can create and maintain project portfolios, and execute scenario analyses based on demands, projects and resource capacities of line organizations. This makes strategic enterprise optimization of your project environment easy.

Portfolio Management Functionalities

KLUSA's PORTFOLIO management provides the following functionalities:

- Create flexible portfolios by bundling demands, projects and project variants
- Analyze, evaluate and prioritize the components of a portfolio based on quantitative and qualitative criteria
- Develop multiple planning scenarios for each portfolio to evaluate the aggregated costs, resources, and the number of projects over time and optimize them according to corporate processes and policies

Objectives of Portfolio Management

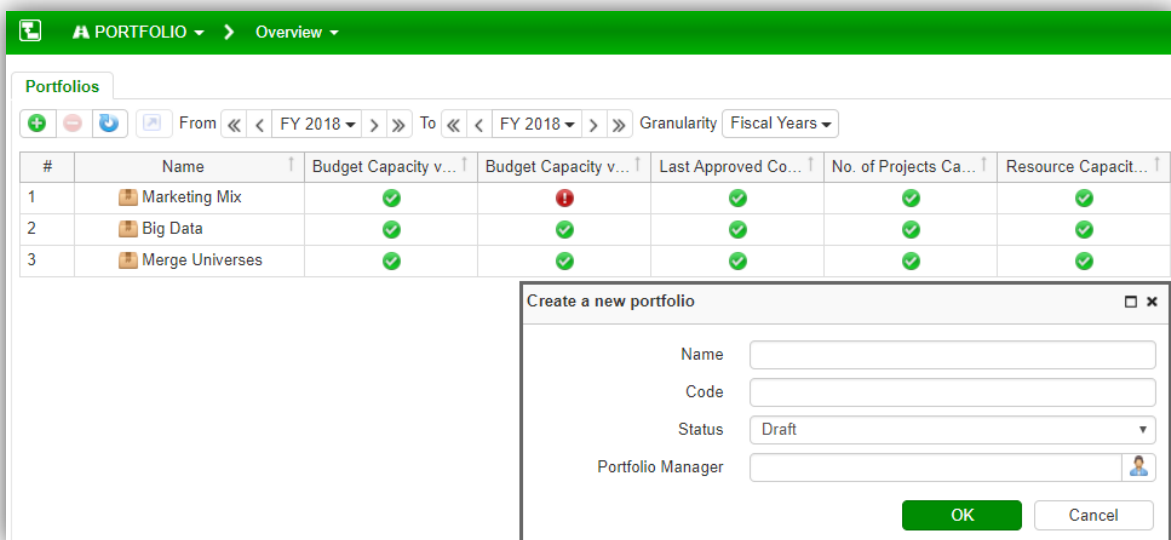
The features described above support the following goals:

- Identify those projects from a set of planned and ongoing projects that can respectively should be started in each time frame
- Compare progress and status of a portfolio in an overview at any time, check the impact of corrections via the scenario analysis and make changes to demands and projects if necessary

Creating and maintaining a portfolio

You can create a new portfolio with the required permissions. In the administration panel you can enter and maintain the portfolio's master data (name, description, portfolio manager, etc.).

You can add demands, projects, resource pools and resource capacities to the portfolio. Of course, you can also edit existing portfolios at any time. Search, select and enter dialogs are available to support this procedure.



The screenshot displays the 'PORTFOLIO Overview' interface. At the top, there are navigation controls for 'From' and 'To' (both set to 'FY 2018') and a 'Granularity' dropdown set to 'Fiscal Years'. Below this is a table with the following data:

#	Name	Budget Capacity v...	Budget Capacity v...	Last Approved Co...	No. of Projects Ca...	Resource Capacit...
1	Marketing Mix	✓	!	✓	✓	✓
2	Big Data	✓	✓	✓	✓	✓
3	Merge Universes	✓	✓	✓	✓	✓

Overlaid on the bottom right is a 'Create a new portfolio' dialog box with the following fields:

- Name:
- Code:
- Status:
- Portfolio Manager:

Buttons for 'OK' and 'Cancel' are located at the bottom right of the dialog.

Creating a KLUSA portfolio

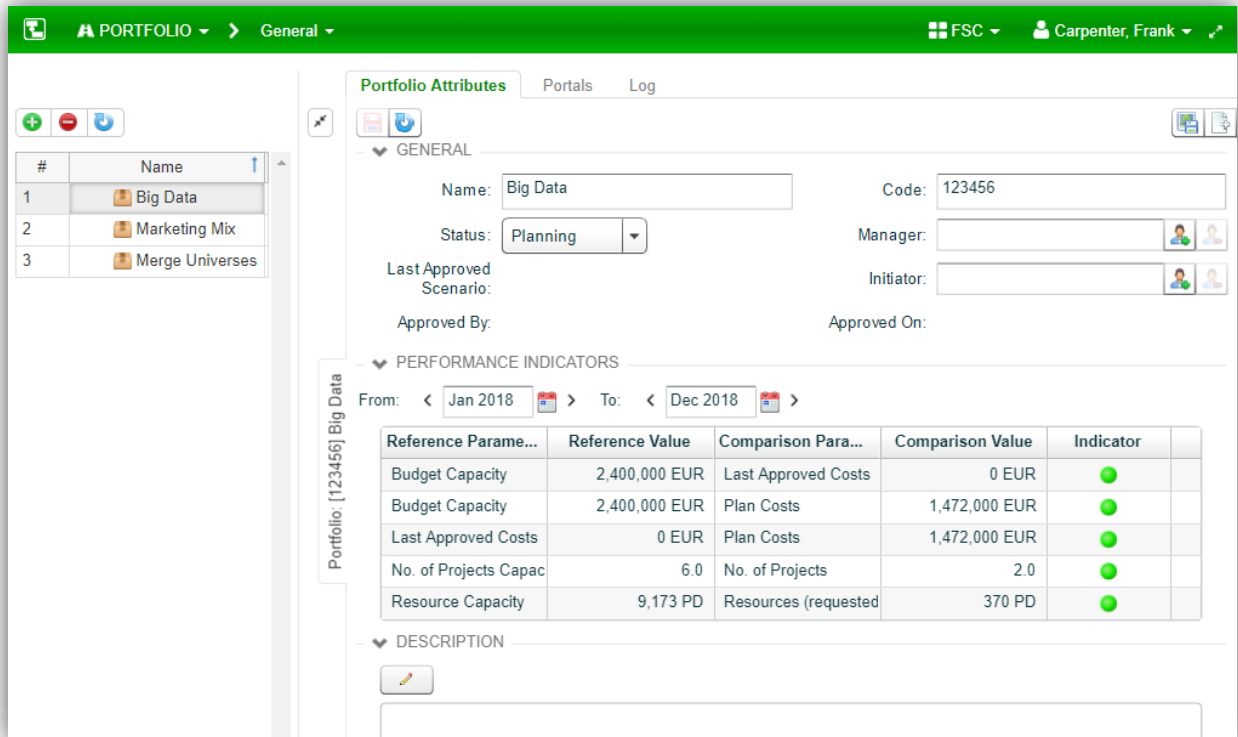
Project plan variants

You can create project planning variants for a project in addition to the active plan. The variants allow creating and analyzing alternative scenarios of the project plan. These variants can also be used in portfolio analysis. For analysis, you can select either the active plan or one of the variants for each project. This gives a fast and parallel overview of alternative portfolio planning scenarios.

KLUSA Portfolio Management Module

In the PORTFOLIO module, portfolios can be created and maintained. A portfolio contains of the following elements:

- Portfolio master data
- The list of demands and projects assigned to the portfolio – these can be assigned to several portfolios, though
- The available budget and resource capacities of the portfolio as essential planning parameters



The screenshot displays the 'Portfolio Attributes' section for a portfolio named 'Big Data'. The interface includes a navigation pane on the left with a list of portfolios: 'Big Data', 'Marketing Mix', and 'Merge Universes'. The main area shows the following details:

- GENERAL:** Name: Big Data, Code: 123456, Status: Planning, Manager: [User Selection], Initiator: [User Selection], Approved By: [User Selection], Approved On: [Date Selection].
- PERFORMANCE INDICATORS:** From: Jan 2018, To: Dec 2018.

Reference Parame...	Reference Value	Comparison Para...	Comparison Value	Indicator
Budget Capacity	2,400,000 EUR	Last Approved Costs	0 EUR	●
Budget Capacity	2,400,000 EUR	Plan Costs	1,472,000 EUR	●
Last Approved Costs	0 EUR	Plan Costs	1,472,000 EUR	●
No. of Projects Capac	6.0	No. of Projects	2.0	●
Resource Capacity	9,173 PD	Resources (requested)	370 PD	●

The 'DESCRIPTION' section is currently empty.

Example of the project overview in a KLUSA portfolio

Set capacity limits per portfolio

Often there is a need to adapt a project portfolio to given environment. The main requirements are

- Available budget
- Available resources
- Maximum number of concurrent demands and projects the organization can successfully handle.

KLUSA offers a clear structure of capacity limits per portfolio on a monthly, quarterly and yearly basis. The resource capacity can be automatically determined from the resource pools assigned to the portfolio or entered manually.

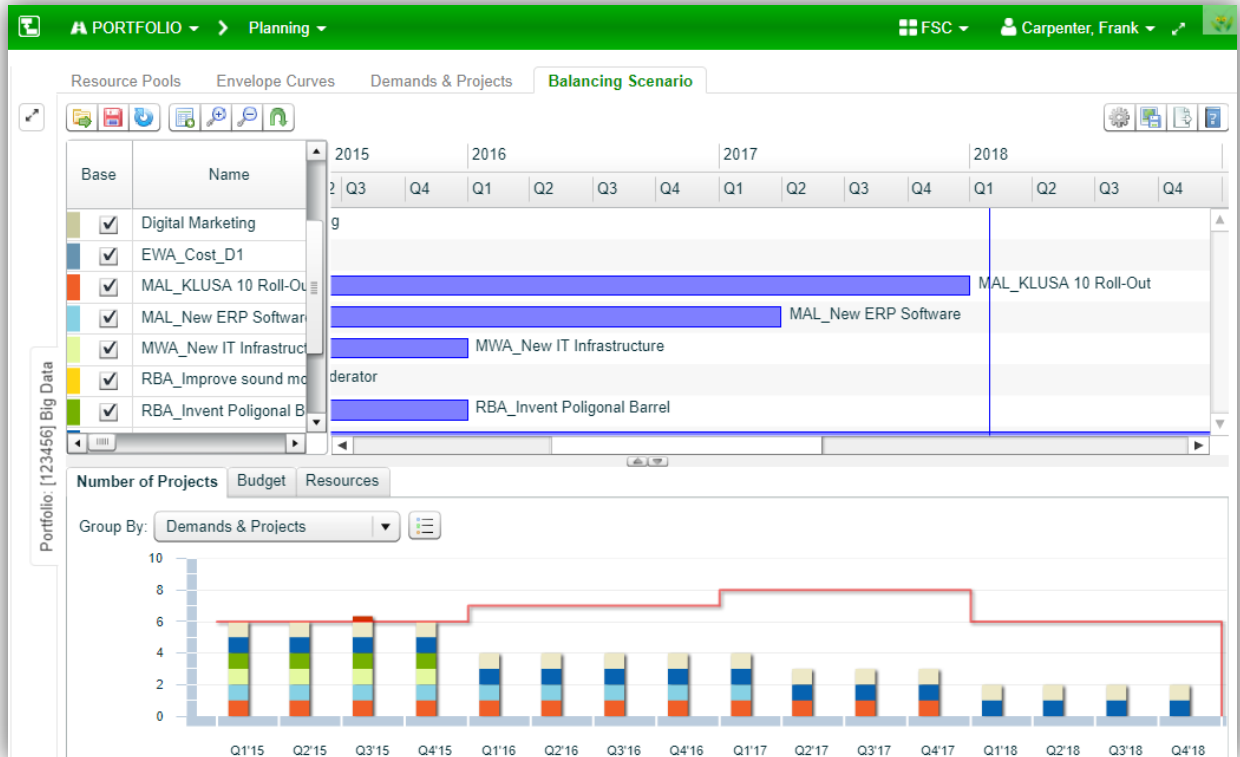
Planning a portfolio

Once a portfolio has been created, the portfolio scenario planning can begin. Which projects can be successfully implemented within cost and resource limits within a specified time-frame?

For this, the balancing scenario functionality is available in KLUSA:

- The costs and resources of a portfolio are displayed graphically against the capacity limits.
- You can immediately see the utilization of cost and resource requirements over time.

- In order to achieve the ideal workload and avoid overload peaks, you can move projects along the timeline.
- Demands and projects can optionally be included or excluded in the view.
- The management can compare various scenarios, prepare decision options and strategically optimize the portfolio in line with the corporate policies and priorities.
- Every scenario can be saved and reloaded. When saving, the portfolio manager assigns an approval status that informs the demand and project managers about required adjustments or changed priorities. Additionally, email notification is also possible.



Scenario analysis for a portfolio with envelope curves for »number of projects«, »budget«, »available resources«, and approval workflow

Analyze a portfolio

Another important question when analyzing a project portfolio is that of the project’s benefits, profitability, scope and risks – in other words, selecting the right projects within a portfolio according to their priority. KLUSA provides the functionalities for these analyses. The scoring data of single demands and projects are the basis for these analyses.

- You can score a project using qualitative criteria. You can adjust all parameters (criteria, weights, scoring positions / persons) fully and individually.
- Also, it is possible to use quantitative criteria for projects. These include the forecast costs, revenues, and also potential savings.
- The quantitative and qualitative criteria are analyzed for the portfolio and displayed as chart or table. You can dynamically select the relevant criteria for your purpose.
- This allows a deep analysis of the portfolio and makes selection and prioritizing of the demands and projects easier.

The screenshot displays the 'Scoring Values Table' within the KLUSA software. The interface includes a green header bar with 'PORTFOLIO' and 'Analysis' menus, and a user profile for 'Carpenter, Frank'. The table is filtered by 'Team: All', 'Scoring level: Scoring Level 1', and 'Filter on Benefit Category: All'. The table contains 13 rows of data, each representing a project or demand item with various financial and operational metrics.

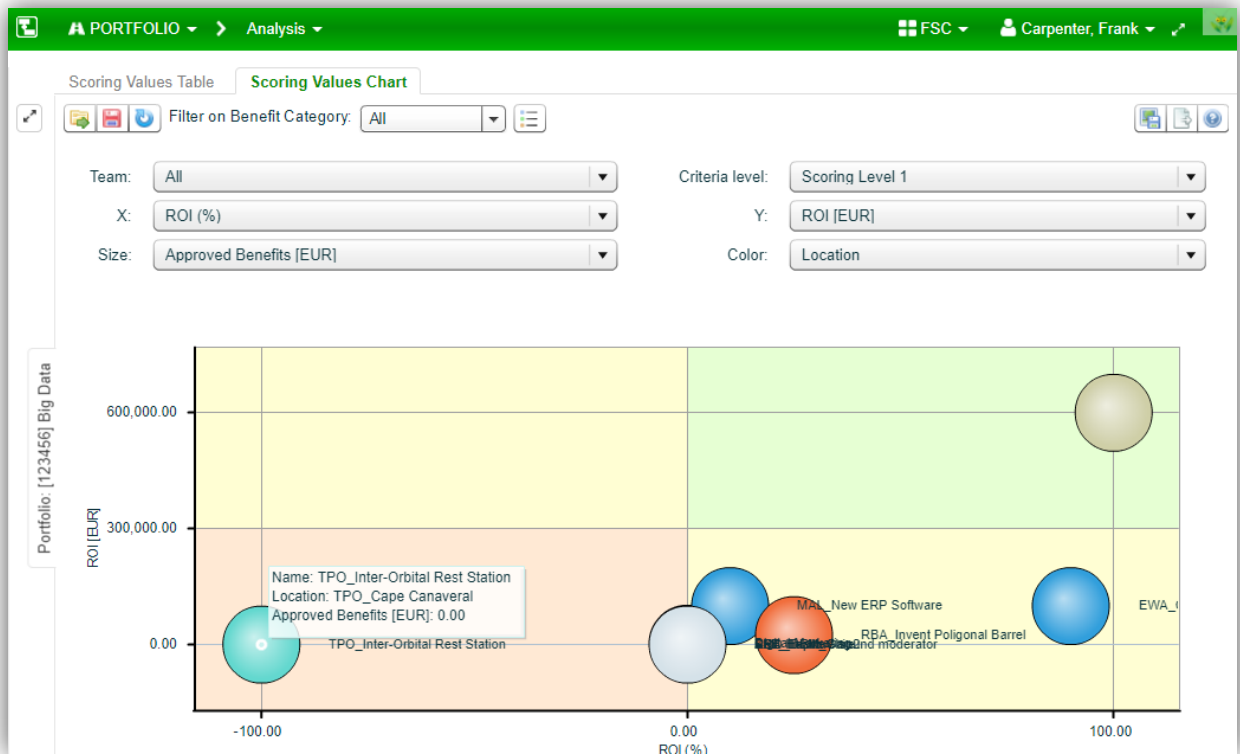
#	Name	Code	Status	ROI (%)	NPV [E...]	Overall Total	Overall Team	Rating	Type	Mandatory
1	Digital Marketing	D14020013	5-Candidate	0.00	6,000,000.00	6.15	5.89		Demand	
2	MWA_New IT Infra	D14020016	1-Demand cr	100.00	1,000,000.00	1.99	1.99		Demand	✓
3	MAL_New ERP Sol	D14020000	1-Demand cr	10.00	190,888.00	3.71	4.01		Demand	
4	EWA_Cost_D1	D14020021	1-Demand cr	90.00	80,000.00	4.26	4.26		Demand	
5	RBA_Invent Poligo	D14020003	1-Demand cr	25.00	10,000.00				Demand	
6	W-08000-AZF-0091	A555555	1 Entered		0.00			✓	Project	
7	TPO_Inter-Orbital F	14020020	1 Entered	-100.00	0.00	3.00	3.00	✓	Project	
8	CMI_Visit	14020005	1 Entered		0.00			✓	Project	
9	MAL_KLUSA 10 Rc	14020034	1 Entered	-31.06	0.00	5.05	4.75	✓	Project	✓
10	RBA_Improve soun	D14020012	1-Demand cr	0.00	0.00				Demand	✓
11	ARO_DEM_Chip2	D14020026	1-Demand cr	0.00	0.00				Demand	
12	SFE_E-Bike	D14020015	1-Demand cr	0.00	0.00				Demand	
13	CMI_Health Care	D14020009	1-Demand cr	0.00	0.00				Demand	

Portfolio analysis based on project scoring (table)

KLUSA portfolio management covers two key areas of portfolio management, namely, to select the right demands and projects, and to provide a scenario planning within given capacity limits. KLUSA supports your company in

- Creating highly efficient portfolios and scenarios due to the optimized views
- Providing transparency due to comprehensiveness of the scenario planning
- Feedback of portfolio decisions to operational project planning via the scenario approval workflow and optional email notification

KLUSA portfolio management is fully integrated into the KLUSA project management application. It uses existing demand and project data for planning and analysis.



Portfolio analysis based on project scoring (chart)

Summary

KLUSA concentrates on the essential questions of portfolio management. It can be intuitively used, and analyses results are presented clearly and understandably. KLUSA therefore is a tool that makes project portfolio management practicable and transparent.



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