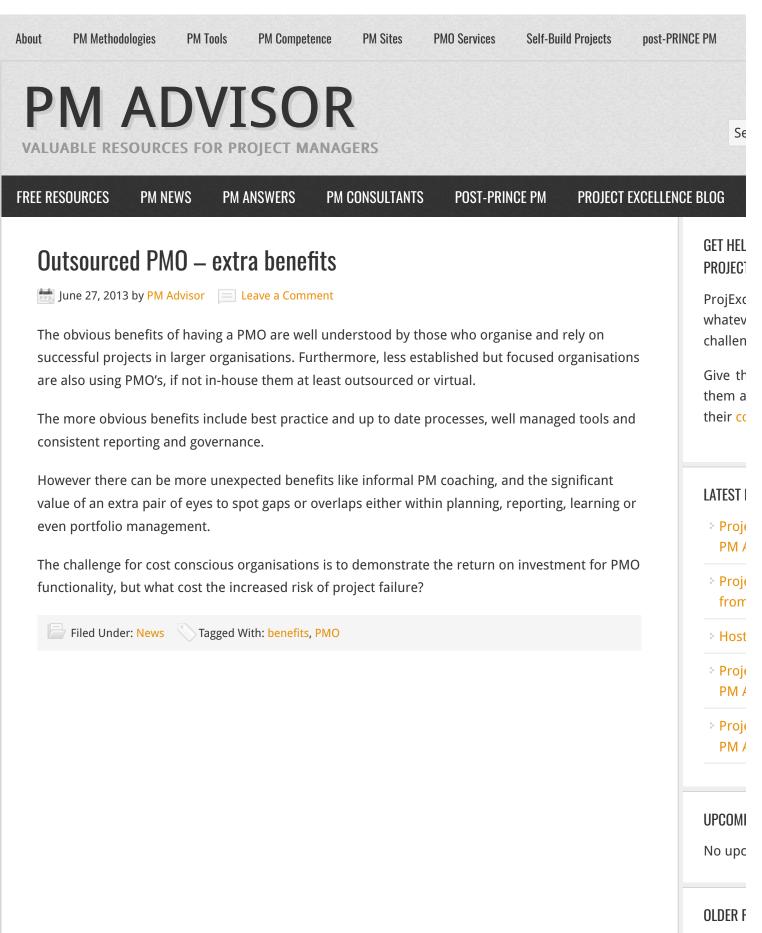
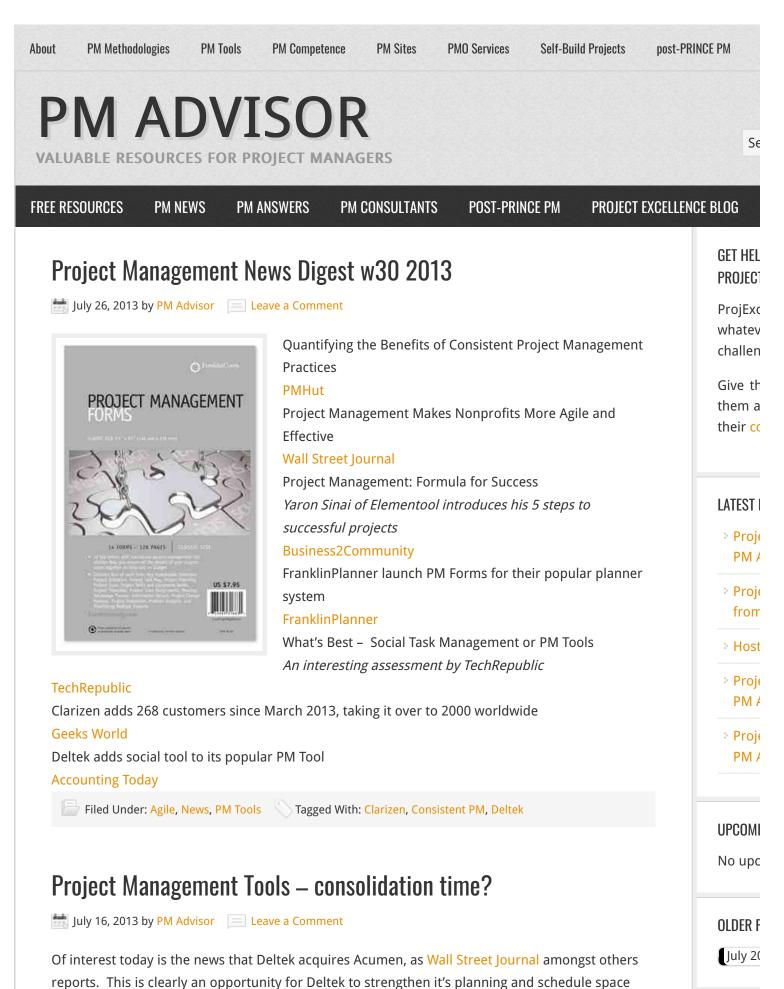
# News Archive 1

2013





June 2



https://pmadvisor.co.uk/2013/07/

# Deltek. | ACUMEN

Unmatched project management solutions that turn a good plan into a **great** project.

More acquisitions in the PM Tools market to come?

and so a highly sensible acquisition. The move brings Deltek into a full All-in-one PM Tool for enterprise.

However our thoughts now shift to the over proliferation of "me-too" basic project collaboration tools. We start to wonder if the now is the time for many

of the players to build customer base and market presence through some sensible M&A activity in the space. Who has the hunger and backing to start the much needed consolidation, and would it make financial sense?

Filed Under: News, PM Tools Tagged With: PM Tools

# PM Advisor: PM Tool Database Review Summer 2013

📩 July 10, 2013 by PM Advisor 🛛 📄 Leave a Comment



We have recently completed our annual full review of our PM Tools database.

This year for the first time the number of tools has **fallen** slightly, with 38 going out of service (or business), but equally 26 new tools having been identified. There are now around 230 assessed tools on the database.

We use the database for a number of purposes. Of course we **share** some of the highlights and identify the tools for our PM Advisor PM Portal readers to use (choose

PM Tools from the top menu bar and select which category you are interested in). However the fuller database is used for our ProjExc Consultants to help and guide their clients in selecting the right tools for their organisation or PMO.

The 4 broad-brush categories used are **Productivity** Tools, **Collaboration** Tools, **All-in-one** Tools and **Specialist** Tools. Some are pure project management, whereas others provide invaluable functionality to project managers. Click on the link that interests you and dive in to some of our really useful PM Advisor mini profiles.

If you have time to post a comment or email us, we'd love to know what PM Tools you use and why?

# Project Management News Digest w28 2013

July 9, 2013 by PM Advisor 📃 Leave a Comment

PM ADVISOR News Digest **Wrike** Sponsors the New Book "The Project Manager Who Smiled" by Popular Author Peter Taylor: Digital Journal

10 Cloud-Based Project Management Tools to Serve Every Company's Needs: eweek

Infographic: **4 Lessons in Project Management** from the Renaissance: LiquidPlanner

**Podio** recently added instant chat messaging, and now they added audio and video meetings – and it's all available for free: Podio

Filed Under: News Tagged With: project management news

# **Project Management: Impact your bottom line**

📩 July 3, 2013 by PM Advisor 🛛 📃 1 Comment

A great piece in the PMI sponsored Telegraph article today makes some interesting points. Some highlights here together with PM Advisor thoughts, but read the article in full when you get 15 minutes.

" The Bottom Line

*"Pulse of the Profession<sup>TM</sup>, a new study recently published by the (PMI), found that UK organisations risk on average £169 million for every £1 billion spent – higher than the £135 million* 

*for every £1 billion risked by companies that make up the global average.*" Put in context that's **17%** put at risk, vs 13.5% globally.

"High-performing organisations that implement proven success measures mitigate risk by improving their project and programme outcomes. An average of 90% of their projects are meeting original goals and business intent, compared to an average of 34 percent for low-performing organisations." This demonstrates that the Standish report findings amongst others that **2/3 of projects continue to fail to meet their objectives**, and yet by implementing the basic elements for success, that figure can be reduced to **10%** or less.

*"Only 59pc of organisations in the UK understand the value of project management, on a par with the global average."* Sadly there is also a huge step from understanding the value and doing something about it.

The full PMI Report can be found on their website.

Filed Under: News 🔨 Tagged With: Failure, PMI, Risk

# 15.7 Million new PM roles by 2020

📩 July 3, 2013 by PM Advisor 🛛 📄 Leave a Comment



PMI's 2013 *Pulse of the Profession*<sup>TM</sup> report states, project success rates are declining and risks are increasing. At the same time, senior teams need to fill an anticipated 15.7 million new project management roles worldwide by 2020, according a PMI "Talent Gap" report. If they do not, states the report, almost \$322bn (£212bn) in GDP will be at risk.

Filed Under: News

Tagged With: PMI, Resourcing

# Project Management News Digest w27 2013

📩 July 2, 2013 by PM Advisor 🛛 📄 Leave a Comment

# PM ADVISOR News Digest

**5 tools** every project manager needs (Huffington Post)

Case Study: Duxter uses Teambox (ZDNet)

**Blimp** is changing the PM Game (Global Voices Online)

Latest Release of **Eclipse** Project Portfolio Management (Digital Journal)

**Azendoo** – Simple Multi-Function Project

Management Web App (Hongkiat)

What you need to know to succeed as a project manager (Udemy)

Building your project management **career** (project manager.com)

APM 2013 Conference – 110 videos now online at YouTube (APM)

The Project Management Institute (**PMI**) has sponsored a number of interesting articles (Telegraph)

Project Insight Upgrades Project and Portfolio Management Software (WSJ.com)

New review of **Teamwork** app (Business 2 Community)

Filed Under: News

# Manage projects on your iPad

📩 July 2, 2013 by PM Advisor 📃 Leave a Comment

As project management becomes ever more mobile it's interesting to see that more PM Tools are actively encouraging users to use native mobile applications to access and update projects on the go. Projects are becoming more and more real-time, but how capable are organisations in utilising that valuable business capability. Are PMs, PMO heads and CFO's ready to spot projects deviating from plan real-time and do they have the necessary skill-sets to address before it's too late. It will be amazingly empowering for those who can.

# **≈Liquid**Planner®

As an example of what can be done with a tablet and a fairly straightforward tool like LiquidPlanner, take a look at this recent article on TechRepublic.

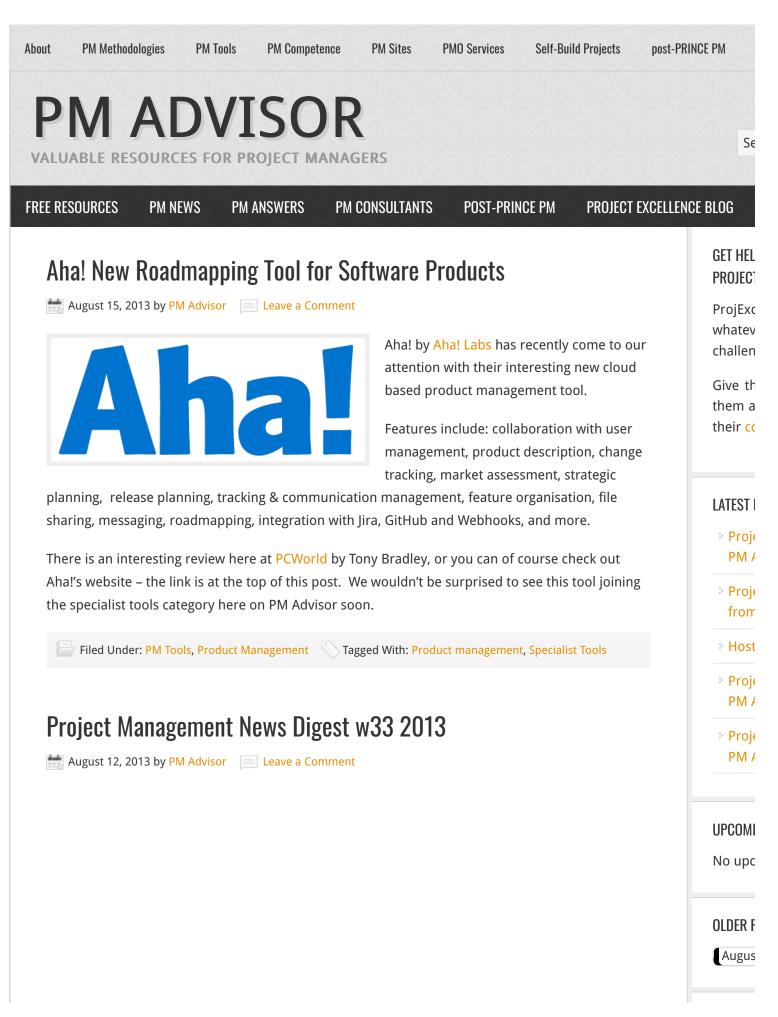
Filed Under: News 🔨 Tagged With: All-in-one (SMB), LiquidPlanner, PM Tools

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# PM ADVISOR News Digest

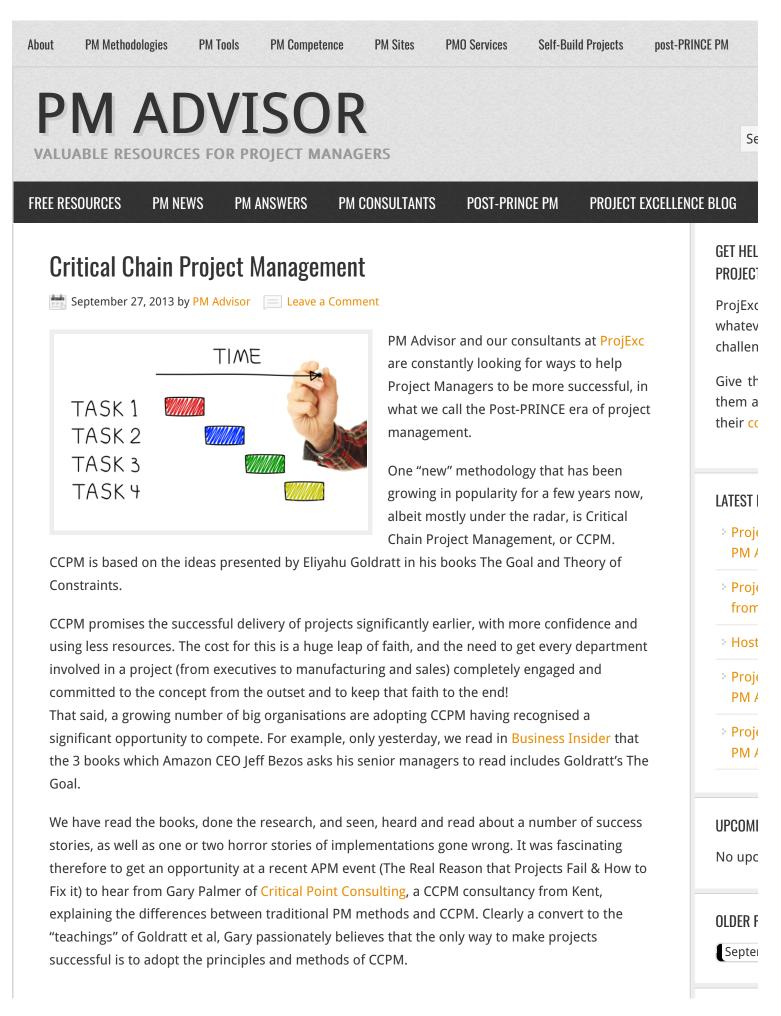
Trends in Project Management **Project Accelerator** Why intelligent Project Management is crucial to successful crowd funding Crowdsourcing.org Trello introduces 3 "power-ups" Namely calendar, card ageing and voting **Trello Blog** APM BoK now available as e-book from Amazon Amazon Weekly TWIST memo keeps client projects moving Thing I need When I need it, Impact of missing it, Silence means what, Thank you, **Oregon Business** 🚔 Filed Under: News, PM Tools, PM Trends 💫 Tagged With: APM, Trello, Trends

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Interestingly, and regardless of views on the suitability of CCPM, we wholeheartedly agree with Critical Point that project objective failure rates of 66%+ are unacceptable, leading to unnecessary disappointment, frustration, poor productivity, late market entry and impact on the bottom line. Liberal application of common sense together with a pragmatic implementation of waterfall, agile or a combination can make a huge difference to success.

#### What is CCPM?

Palmer sees this as a set of interlinked techniques & tools that work individually and collaboratively to significantly improve the processes and operation of scheduling & execution in projects, portfolios and programmes alike. The key to CCPM is scoping and scheduling. As the project proceeds the main role of the project manager is to ensure that the focus of the whole organisation is to ensure that potential critical/key resource constraints are always avoided at all costs.

The main observed problems in traditional PM:

1. Deadline driven scheduling feeds the impact of Parkinson's Law meaning that early finishes never materialise,

2. Task level contingencies tend to have a product rather than summing effect, leading to resources adopting student syndrome and having no incentive to start early.

3. Critical Path focus completely ignores resources when planning resulting in frequent changes to the plans.

4. Multi tasking slows everything down, reduces quality and destroys productivity.

5. Poor measures & control tend to only focus on %age complete reported to expectation, and spend to date and subjective retrospective opinions of progress. However does the PM really have objective data to understand is the project on target?

CCPM solves these problems, in turn, by:

1. Creating a dependency "relay race" with no dates in the schedule.

2. Placing a total project "buffer" to be shared by all resources at end of the schedule, before an agreed project "commit" date, thus aggregating uncertainties.

3. Focus on the Critical Chain including resources. This forms resource dependencies rather than task dependency.

4. Single Tasking. Only one task is worked on in the chain, with no interruptions and dedicated resource until complete.

5. Good measures & visible control. Daily reporting of whether a task is complete, or if not how much task time remains. This is reflected in a Fever Chart.

Two other major benefits.

1. CCPM removes the need for schedule changes greatly simplifying life for the project manager, and

2. Each individual problem encountered no longer perpetuates others.

#### Tools

There is a small but growing pool of critical chain project management software meeting the needs

of the new market. Some are standalone, some are add-ons to traditional tools like MS Project and additionally some of the all-in-one tools are integrating CCPM. These include:

Concerto Exepron Novaces ProChain Sciforma

The key management tool which is easily adopted and communicated is the Fever Chart. This powerfully visualises how much of the critical chain completed, and how much of the buffer has been consumed, and the PM would generally share this with the whole team on a daily basis.

Other Useful Links and Related Resources

Goldratt Books on Amazon.

Kelvin Youngman's A Guide to Implementing the Theory of Constraints is a super guide with many useful resources.

The Billion Dollar Solution, Robert Newbold's secrets of ProChain Project Management. UK Goldratt Consultancy.

Filed Under: PM Methodologies, PM Trends
Tagged With: Critical Chain Project Management, Eliyahu
M. Goldratt, Project Management, Theory of Constraints

# Project Management News Digest w38 2013

📩 September 23, 2013 by PM Advisor 📄 Leave a Comment

# PM ADVISOR News Digest

As we have now moved out of the holiday season there's more going on in the world of Project Management. Here are some of the things that have caught our eye over the last couple of weeks.

# Cancelling Doomed Projects Early Saves Money

David Walton argues that most large organisations are victims of compulsive, blinkered spending on failing projects on a

# grand scale. Consultant News

#### Talygen Adds Project Collaboration Functionality

Talygen the Business Intelligence specialist has added project collaboration tools to it's suite with

easy access via web, tablets and smartphones.

#### Talygen

#### **5 Signs You Need Better Business Processes**

Edward O'Brien suggests these 5 signs:

- 1. Non-repeatable processes or process duplication across your business/project.
- 2. Information and knowledge 'silos' across your business or project.
- 3. Poor internal controls, especially over manual processes.
- 4. Unable to identify the impact of change, including the costs and benefits of process improvements.
- 5. Lack of accurate, usable and timely information
- **Project Manager**

#### MSc in Business Project Management to rival MBAs?

The specially designed MSc in Business Project Management gives students the skills to manage and transform business operations. "Projects are not about 'business as usual' – they're about business change,"

The Guardian

### 5 Efficient Android Apps that Make Project Management a Less Daunting Task

This article extolls the virtues of Evernote, Dropbox, PrinterShare, LiquidPlanner, and TeamworkPM SellCell

#### **Companies Risk Project Over-runs as Training Budgets Are Cut**

argues Bill Goodwin and ESI International

#### **Computer Weekly**

#### Cranfield to Present at Project Challenge Expo in London

The 2 seminars will be: Success through developing The Energised Projects Organisation, and Managing Different Forms of Complexity – what you and your teams can do today. Project Challenge

#### Telerik updates TeamPulse to Ease Multiple Projects

#### Telerik

## What's Missing in Project Management Training?

Kevin Eikenberry argues that we train project managers, but fail to adequately equip members of the project team.

**Business Management Daily** 

## The Six Deadly Sins of Project Management Leadership

1. You think like an employee not a CEO,

- 2. You think you are the smartest person in the room,
- 3. Project success is all about delivering to time, cost, and scope,
- 4. Your team is there to get the job done no matter what,
- 5. You leave yourself in the parking lot, and
- 6. You fail to promote and keep the right people informed about your project.
- IT Business Edge / ESI International

Filed Under: News 🔨 Tagged With: Failure, Leadership, PM Tools, Process, Project Management,

technology, Training

# Project Management News Digest w36 2013

📩 September 3, 2013 by PM Advisor 📄 Leave a Comment

# PM ADVISOR News Digest

In the growing world of project management there is always something new.

Here are a few snippets of project management related news that caught our eye over the last few weeks.

This digest includes news on training, tools, project failure, creative, risks, PMI, and the Gantt Chart history.

Grab a coffee and take a look.

Web Project Management Training can Benefit Everyone on a Web Team *Firmology* Comindware Update: enhanced workflow and PM capabilities for MS Outlook *Comindware* It's not just the UK: ⅔ of NZ projects fail too (KPMG Survey) *Interest* Teamwork Introduces Daily Project Report *TeamWork Project Manager* The Importance of Project Management in Creative Projects *Rima Design* Organizational Performance at Risk as Project Managers Are Being Shortchanged By Lack of Professional Development *Wall Street Journal* LiquidPlanner adds GoogleDrive and Dropbox Integration *LiquidPlanner Blog*  Guide to PMI Body of Knowledge hits Canadian Bestseller List That's right it's in the Top20 at number 16. *The Windsor Star* 

Asana Introduce Several Features including deleted tasks view, Harvest time tracking, and new activity feed stories.

#### Asana Blog

and finally...

### **Quote of the Week:**

Scrum is about Product Management not Project Management

#### **PM Perspective:**

The Gantt Chart is 96 years old. A Gantt chart is a horizontal bar chart developed as a production control tool in 1917 by Henry L. Gantt, an American engineer and social scientist. It would be interesting to know how many project managers make use of their gantt charts (or even have one) regularly in this world of cloud collaboration.

If you have some project management news that we missed or you have something new which you'd like us to share on PM Advisor, why not add a comment or drop us a line.

🗁 Filed Under: News 💫 Tagged With: Failure, PM Tools, PMI, project management news, Risk, Trends

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SITE TAGS Agile Azendoo BCI **Business Own** Collabo Communi **Project M** Education a Failure Leadersł LiquidPlanı Mentorir Compe PMO PI Managem Productivit **Project Ass** Proje



- 5. Buy-in from stakeholders and end-users
- 6. Be treated with respect
- 7. Be allowed to adjust

#### 7 Critical Skills for Project Managers

#### Projectmanager.com.au

This could be a controversial one, and at PMAdvisor we were particularly surprised to see *communication* missing.

- 1. Scheduling
- 2. Resource allocation
- 3. Risk management
- 4. Budgeting
- 5. Team management
- 6. Change management
- 7. Issue management

#### Howler of the Week

Simplifying project management basics is a good thing, so we were excited to came across this article on Coach4Growth.com.

We were excited until we realised how many critical elements were missing, by focusing purely on the schedule. Think strategy, locations, stakeholders, risks, issues, methods, budgets, .....

#### Triniforce releases Project Kaiser version 12

#### ProjectKaiser

This new version of their web-based project management software includes a number of improvements in team collaboration, projects' creation, project tree configuration etc.

# PowerSteering 10 Introduces Innovative Portfolio Planning Capabilities

#### **Digital Journal**

The latest release extends PowerSteering's capabilities in portfolio management and analysis, introducing a number of enhancements.

Filed Under: News Tagged With: Brian Wernham, Governance, PPM, Project Management, project management software, project managers

# PM Answers to your burning Project Management Question?

📩 October 15, 2013 by PM Advisor 📄 3 Comments

#### PM Answers from PM Advisor.



Have you got a burning project management question or issue that you are looking for an answer to?

Ask us. Our project management experts will do their best to answer your question, or point you in the right direction. The best

questions, along with our answers, will be posted back onto the PM Advisor site. This allows others in the PM Advisor community to benefit from the advice, and to add their comments, ideas or other pearls of wisdom, creating a unique community directed Q&A forum.

Filed Under: PM Answers, PM Competence

Tagged With: Project Management, Project manager

# 7th November – International Project Management Day

📩 October 14, 2013 by PM Advisor 📄 Leave a Comment



This is a date set aside to promote awareness of the growing profession of project management through local events. The idea is to recognise the efforts and successes

of project managers and teams.

More details can be found on the dedicated website IPM Day. Each year the day is held on the first Thursday in November, and this year that falls on 7th November.

Are you hosting or attending an IPM Day Event? Tell us all about it in comments below, and use PM Advisor to promote your event and recognise your hard working project teams.

Filed Under: News 🔨 Tagged With: local events, project managers

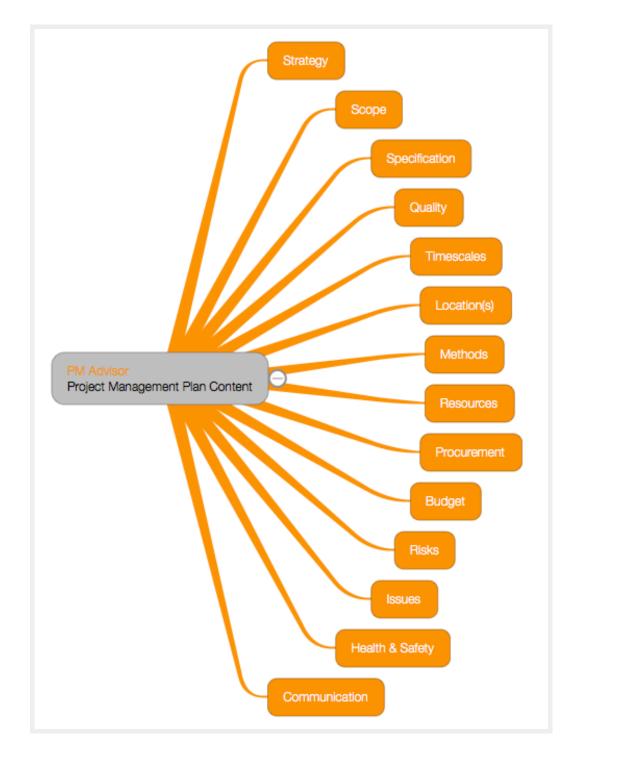
# **3 Biggest Myths of Project Planning**

📩 October 14, 2013 by PM Advisor 📄 Leave a Comment

Believe the myths and you are almost guaranteeing that your project will fail to meet it's objectives.

### Myth 1: "I don't need a Project Plan"

Often PMs believe that they have a PID / definition / charter document and that has sufficient information to make production of a project plan unnecessary. Wrong! The aforementioned document is the foundation on which to build the project management plan. Once the project is approved, the principal responsibility of the PM is detailed research, preparation, creation & sharing of a plan. This will guide the PM through the project execution step by step, covering all of the relevant aspects of the project (see diagram). The plan is a wise investment by the PM. It forms the basis of communication with the project team and broader stakeholders.



### Myth 2: "It's just a Gantt Chart"

Wrong! The project management plan isn't just a visual representation of the work breakdown (WHAT) with dependencies, timing (WHEN), resources (WHO) & possibly critical path. The professional PM also needs to consider all of the other aspects so as to maximise the chances of success. Look at the mind map above for some of the other aspects to consider.

### Myth 3: "I've got a great plan, and it's filed"

Wrong. The project plan is a significant investment in getting the project in order. As such is should be a living document that the PM will use day-by-day to guide them through the execution,

helping make sure that they stick to the intended path. As and when the inevitable deviations are encountered then the plan should be updated to reflect the change, helping the PM to make necessary impact assessments. It is also the most important communication tool for the project manager to keep their team and stakeholders abreast of progress and direction.

Filed Under: PM Tools, PMO 👘 Tagged With: PMP, Project Management Plan, Project Plan

# PM and PPM Tools – what do you recommend

📩 October 11, 2013 by PM Advisor 📄 Leave a Comment



We've been busy updating our PM Tools pages over the last couple of weeks.

As our thoughts now turn to what to look at next, we would love to hear about what you use to manage your projects and portfolios successfully. Similarly if you'd like us to do the research for you either on a specific tool or in a particular category let the PM Advisor know!

What do you use for your own personal

productivity while managing your projects?

What tool(s) do you use to collaborate with your project team?

Do you recommend a fantastic enterprise level PPM for keeping a handle of your portfolio?

Have you found that perfect niche-type specialist tool to help with managing risks, or resources, for creating mind maps, or something else?

We'd love to hear from you the PM Advisor

community. We welcome your thoughts whether by email, by commenting on this post, or by voting here.

Filed Under: PM Tools Tagged With: All-in-one Tools, Collaboration Tools, PPM, Productivity Tools,

# **Project Management News Digest w41 2013**

📩 October 8, 2013 by PM Advisor 📄 1 Comment

# PM ADVISOR News Digest

Project Management Frameworks for SMEs

#### **Project Accelerator**

More and more organisations are looking for a Framework for successful project management, and for SMEs PRINCE2 can be overkill.

# Handbook of People in Project Management

#### **Camel Blog**

A new PM book by Dennis Lock and Lindsay Scott looking at one of (and probably the most important) the 3 elements for project success – people.

#### **UK Economy Strengthening – Signs in the Projects World**

Two of the biggest indicators that the UK economy seems finally to be turning the corner to us here are:

- 1. There is a steadily increasing number of PM jobs being advertised, and
- There are more people talking to us about now being the time to take the plunge in that big project, where would they find a good PM, and how would be the best way to apply appropriate governance to the project.

Both suggest that projects are being started, and we all know that projects are huge investments.

#### Flow Upgrades to Full PM Suite

#### Technorati

The web and iOS tool has been updated with additional team functionalities.

#### The Power of Project Governance

#### IT Web

An interesting insight and useful checklist from Anita Potgieter. We're not sure that the only project management system is Project Server 2013 though!

#### **APM Launches The PM Channel**

#### APM

Δ great online resource with on demand PM training & development

#### **Glossary of IT PM Terms You Should Know**

#### TechRepublic

Wrike Raises \$10m from Bain Capital for PM Tools

#### AllThingsDigital

#### New Infographic Shows the Need for a PMO

#### The Intersect Group

#### 5 Mistakes You Don't Want To Make As A PM

#### **OnTrack Blog**

- 1. Omission of milestones
- 2. Disregarding your risk log
- 3. Failing to communicate
- 4. Losing sight of the big picture
- 5. Not updating your calendar

#### **5 Best Personal PM Tools**

#### Lifehacker

Lifehacker recently asked their readers to describe their best personal project management tool. The top 5 were. Some interesting surprises there..

- 1. Asana
- 2. Troll
- 3. Microsoft OneNote
- 4. Evernote
- 5. Azendoo

#### **5 Best PM Techniques to Steal**

#### **PM Tips**

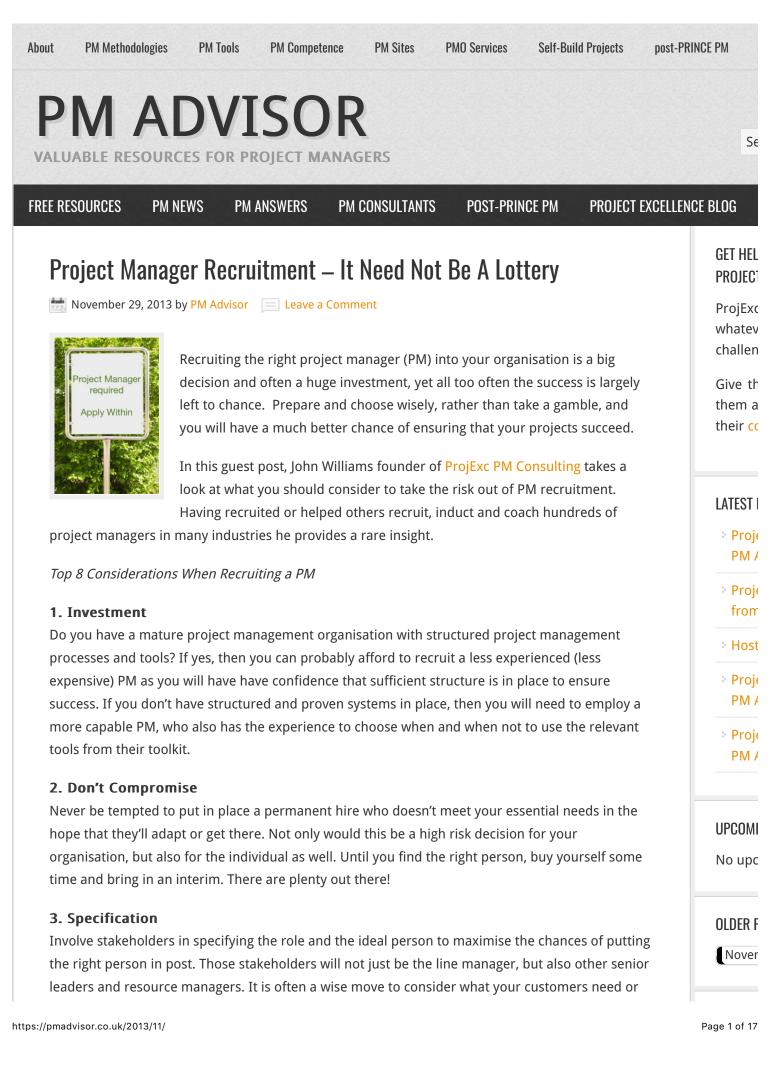
- 1. Kanban
- 2. Scrum
- 3. GTD
- 4. CCPM
- 5. Kaizen

Popular iOS Mindmapping Tool iThoughts Now On OSX

### iThoughtsX

Did we miss something? Let us know.

🚽 Filed Under: News, PM Competence, PM Methodologies, PM Tools, PM Trends, PMO 🛛 🚫 Tagged With: APM,



expect as well. Consider (or ask) do they use particular PM frameworks/methodologies/toolsets which your PM will be expected to interface with? If your PM is expected to behave internally as a customer champion, this should also have a bearing on what you are looking for.

#### 4. The Role

In recruitment it goes without saying that you need a solid role (or job) description. Honest clarity is essential if you are going to bring on board the right person. The right person will be, and will continue to be, motivated. Remember though the more detailed/rigid the responsibilities the less flexibility you'll have in the future.

### 5. The Person

As well as the role, it is really important to specify the type of project manager you are looking for. The hard skills which you need and want is the starting point. Then think about the experiences your ideal candidate will have had. Crucially important as well are the attitudes and softer skills.

#### 6. Pure Project Management

Is your project manager also going to be one of the project resources, or solely focused on project management? In the former case you will probably be looking for industry knowledge. Remember though that the more the project manager will be sucked into the detail of the project, the greater the risk that they will lose focus on their project management responsibilities.

#### 7. Induction

You've appointed a great PM with the skills, experiences and personality that you need. Don't fall into the trap of a half-hearted induction. Make sure that you equip your new PM with the information and tools they need to do a great job from day one, helping them to climb up that learning curve as quickly and effectively as possible. If you can, give them a mentor and/or coach to give them the best possible start. This can be someone internal if they have the skills and time to fulfil the role, otherwise use someone from outside. This relatively small investment will provide a truly significant return.

#### 8. Assessment

Most organisations apply a 3 or 6 month probationary period to new recruits but often don't apply a structured approach to making the most of it, either for the organisation or for the individual. Independently led regular assessments and reviews during the probationary period will ensure that both parties are held accountable for giving new recruits the best possible opportunity to settle in and prove that they meet expectations.

Next time you are recruiting for this pivotal role don't forget to consider the above and you won't go far wrong. If you need any support during the recruitment or settling in of project management professionals, why not get in touch with the team at ProjExc. Good luck!

Filed Under: PM Answers, PM Capability, PM Competence Tagged With: Coaching, Education and Training, employment, Induction, Mentoring, Project manager, Recruitment

# Project Management News Digest wk48 2013

📩 November 27, 2013 by PM Advisor 📄 Leave a Comment



# New Tool Updatey: Beta Progressing Updatey

We've mentioned Updatey, the new kid on the PM Tool block before, and having tried out the Beta we're becoming increasingly interested in the potential. Despite the Project Collaboration Tool space being full with Basecamp me-too's, Updatey is taking a slightly different angle. The Updatey team have realised that where many collaboration tools lack strength is in serving the broader project stakeholder team need for a high level view of the project status, whilst also supporting the core team in getting the job done with the basic functionality you'd expect. We'll keep an eye on improvements during the beta and look forward to seeing the full launch when the guys at Updatey are ready.

# Managing Innovation Portfolios – Strategic Portfolio Management Innovation Excellence Blog

Ralph Ohr and Kevin McFarthing consider firms facing increasingly dynamic and unpredictable environments, and how they are required to develop convenient innovation strategies, constantly adapt them to changing conditions and properly implement strategically-aligned initiatives throughout their organisations. They suggest that Innovation Portfolio Management (IPM) can act as the pivotal tool to translate strategic objectives and priorities into project-based innovation activities. Their approach involves splitting the traditional portfolio management into 2 distinct blocks – strategic and operational, and in this first part they look at the strategic block.

# **3 Proven Ways to Make Innovation Repeatable** Business to Community

This is a good article proposing 3 ways to make innovation repeatable:

- Use gamification as a tactic for generating ideas,
- Involve the 'C' level executives from the company, and
- Trust the experts.

We like the approach, but don't necessarily support the proposal in the very last paragraph as in our experience project success is heavily dependent upon professional project management.

### **Google: 9 Principles of Innovation**

Fast Company

Kath Chin Leong talked with Google's Chief Social Evangelist (aha). The principles are summarised here, but take a look at the full article.

- 1. Innovation comes from anywhere,
- 2. Focus on the user,
- 3. Aim to be 10 times better,
- 4. Bet on technical insights,
- 5. Ship and iterate,
- 6. Give employees 20% time,
- 7. Default to open processes,
- 8. Fail well, and
- 9. Have a mission that matters.

### **Using Limitations to Stimulate Creativity**

#### Ted Talks

The artist Phil Hansen describes how he learnt to "embrace the shake". This is particularly useful for innovation and project management.

### Teambox 'Redbooth' is coming in January

#### Teambox

The new version will be bringing with it enhanced usability, easier for bigger teams to use, and overall better performance. What's more if you're impatient and want to try Redbooth out in 2013 then you can sign up for a beta.



# **PODIO** A Consultant's Guide to Implementing Podio for CRM and Client Project Management **Podio Blog**

Richard Wingfield describes his experiences as head of a small technology consultancy in the US.

# **Classic Project Management and Agile Sometimes Need Each Other** Adrian Withy's Technical Blog

Adrian provides a common sense assessment of how waterfall and agile are complimentary, and concludes that "just as project managers need to learn how to ignore day-to-day tasks of agile teams, agile teams need to learn how to engage project managers and plan".

## 5 Human Hurdles in Project Management and Tactics to Overcome Them **Project Accelerator**

Krishna Kumar considers these 5 human hurdles in project management:

- 1. Ego clashes,
- 2. Procrastination and accountability,
- 3. Taking advantage of poorly defined roles and responsibilities,
- 4. Lack of communication, and
- 5. Lack of motivation.

## 4 Hidden Costs of Poor Project Planning

#### **PM Insight**



The 4 hidden costs covered in this article are:

- 1. Reputation
- 2. Team Stress
- 3. BaU Complacency, and
- 4. Additional Resources

### Embrace The Shake

Ted

In this fascinating Ted Talk, artist Phil Hansen describes from his own personal experience with a tremor, how embracing limitations can stimulate creativity. We are excited about how this could be applied to project management.

#### **Quote of the Week**

From Apple's Sir Jony Ive *"It's very easy to be different, but very difficult to be better."* 

Filed Under: News Tagged With: Agile, Creativity, Google, Innovation, Phil Hansen, Planning, Podio, Project Management, Teambox, Updatey

# **Defining Project Requirements**

📩 November 18, 2013 by PM Advisor 🛛 📄 Leave a Comment

It is unsurprisingly difficult to meet with customer or user expectations without a clear definition of requirements agreed at the beginning of a project. Unfortunately, too many customers are unable or unwilling to commit to requirements. Similarly, too many project managers fail to put sufficient focus on finalising their agreement swiftly enough. The requirements form the basis of a detailed project management plan. Sadly too many projects fail as a result of the resulting ambiguity.

Very often, the main cause for failing to define requirements adequately is insufficient understanding of, or confidence in, the techniques and tools needed to appropriately capture the essential project requirements.

#### PROCESS

A practical, nine-step process for defining requirements for your project or product is suggested in the book "Customer-Centered Products" by Ivy Hooks and Kristin Farry:

1. Scope the project or product by defining needs, goals and objectives, outcomes, mission or business case, high-level operational concepts, customer requirements, constraints,

assumptions, schedules, budgets, roles and responsibilities.

- 2. Develop operational concepts scenarios for how your project or product might be used by the end user. Expand the concepts to cover all phases of the product or project life cycle.
- 3. Identify interfaces between your project or product and the rest of the world, clarifying boundaries, inputs, and outputs.
- 4. Write requirements to guide product design toward what your customers need and want.
- 5. Capture rationale (the reasons for the requirement's existence) behind each requirement and expose potentially dangerous assumptions and incorrect facts.
- 6. Level requirements according to system and system sub-divisions, ensuring that all requirements are written at the right level and can be traced back to their origins.
- 7. Assess verification of each requirement, identifying the verification technique and facilities and equipment required.
- 8. Format requirements and supporting documentation to ensure that you have included each of the appropriate types of requirements and that your development team members can find all of the requirements they must meet.
- 9. Baseline requirements after validating that they are correct, complete, consistent, meet the project scope, and do not add unnecessary functionality or features not covered by the original scope.



#### GATHERING

There are several techniques for initially gathering (elicitation) of the requirements. The following Top10 from TechRepublic provides for a thorough capture.

#### #1: One-on-one interviews

The most common technique for gathering requirements is to sit down with the clients and ask them what they need. The discussion should be planned out ahead of time based on the type of requirements you're looking for. There are many good ways to plan the interview, but generally you want to ask open-ended questions to get the interviewee to start talking and then ask probing questions to uncover requirements.

#### #2: Group interviews

Group interviews are similar to the one-on-one interview, except that more than one person is being interviewed — usually two to four. These interviews work well when everyone is at the same level or has the same role. Group interviews require more preparation and more formality to get the information you want from all the participants. You can uncover a richer set of requirements in a shorter period of time if you can keep the group focused.

#### #3: Facilitated sessions

In a facilitated session, you bring a larger group (five or more) together for a common purpose. In this case, you are trying to gather a set of common requirements from the group in a faster manner than if you were to interview each of them separately.

#4: Joint application development (JAD)

JAD sessions are similar to general facilitated sessions. However, the group typically stays in the session until the session objectives are completed. For a requirements JAD session, the participants stay in session until a complete set of requirements is documented and agreed to.

#### **#5:** Questionnaires

Questionnaires are much more informal, and they are good tools to gather requirements from stakeholders in remote locations or those who will have only minor input into the overall requirements. Questionnaires can also be used when you have to gather input from dozens, hundreds, or thousands of people.

#### #6: Prototyping

Prototyping is a relatively modern technique for gathering requirements. In this approach, you gather preliminary requirements that you use to build an initial version of the solution — a prototype. You show this to the client, who then gives you additional requirements. You change the application and cycle around with the client again. This repetitive process continues until the product meets the critical mass of business needs or for an agreed number of iterations.

#### #7: Use cases

Use cases are basically stories that describe how discrete processes work. The stories include people (actors) and describe how the solution works from a user perspective. Use cases may be easier for the users to articulate, although the use cases may need to be distilled later into the more specific detailed requirements.

#### #8: Following people around

This technique is especially helpful when gathering information on current processes. You may find, for instance, that some people have their work routine down to such a habit that they have a hard time explaining what they do or why. You may need to watch them perform their job before you can understand the entire picture. In some cases, you might also want to participate in the actual work process to get a hands-on feel for how the business function works today.

#### #9: Request for proposals (RFPs)

If you are a vendor, you may receive requirements through an RFP. This list of requirements is there for you to compare against your own capabilities to determine how close a match you are to the client's needs.

#### #10: Brainstorming

On some projects, the requirements are not "uncovered" as much as they are "discovered." In other words, the solution is brand new and needs to be created as a set of ideas that people can agree to. In this type of project, simple brainstorming may be the starting point. The appropriate subject matter experts get into a room and start creatively brainstorming what the solution might look like. After all the ideas are generated, the participants prioritize the ones they think are the best for this solution. The resulting consensus of best ideas is used for the initial requirements.

TOOLS

There are numerous templates freely available. We touch on project tools more here.

Often there is a temptation to use specific software for capturing requirements, and there are numerous commercial offerings to meet that 'need', however it is worth bearing in mind that basic office tools are often just as effective.

Filed Under: PM Capability, PM Methodologies

Tagged With: Product management, Requirements

# Project Management News Digest w46 2013

📩 November 17, 2013 by PM Advisor 🛛 📃 Leave a Comment

PM ADVISOR

News Digest

#### **Project Management and the Practice of Law**

#### National Law Review

Peter Demuth, Chair of Mintz Levin's Corporate & Securities Practice, talks about benefits of project management in the practice of law.

#### Simplilearn Partners With Udemy to Offer PMP Course

#### **Digital Journal**

Simplilearn the provider of online training and professional certification courses, announced this week a partnership with Udemy to offer its Project Management Professional (PMP) training courses to all Udemy users. Over a million Udemy users can now enjoy Simplilearn's flagship PMP course with the same high-level service as is offered by Simplilearn.



# PM Answers Club: Affordable Coaching & Mentoring for Project Managers

#### PM Advisor

PM Advisor, together with ProjExc PM Consultants have launched an affordable high quality coaching an mentoring service for project

professionals, as part of their PM Answers offering. The unique service provides a secure, first class learning environment, whilst saving time and money.

PMI and Boston Consulting Group Publish Strategic Initiative Management – The PMO Imperative Paper

PMI

PMI's thought leadership series examines how PMOs can become more strategic, shifting their emphasis from process to value delivery while developing their capabilities accordingly. The series definitively shows that PMOs support the business by helping prioritise issues, identifying potential problems as they emerge, identifying and managing interdependencies, and communicating the right information at the right time, including reporting progress against targets.



### Study on Project Intelligence and the Project Management Office



#### IT BusinessNet

Oracle Primavera and The Performance Institute this week released their new study *The Rise of Project Intelligence: When Project Management is Just Not Enough* to help federal clients surmount the changing priorities and regulations born of a challenging political and economic environment.

#### **Risk, Uncertainty, Project Management and New Shoes**

#### **Management Issues**

If one thing is certain in life, it is uncertainty. We could all do with some help managing risk and options in our lives and understanding how they keep messing up our projects.

The statistics on project management failure are dismal. Either a project fails or it fails to deliver the value promised. In some instances companies fail as a consequence. One of the biggest factors in project failure is ignoring uncertainty and sticking to a rigid plan that has been rendered redundant by change.

Authors Chris Matts and Olav Maassen have a better idea. What if uncertainty is acknowledged as part of reality? Instead of committing to an option or allocating the best resources early on, surely it's better to build uncertainty into the process. In this podcast interview they discuss their graphic novel, *Commitment – A Novel About Managing Project Risk* which outlines a different approach, one they call "Real Options".

🗁 Filed Under: News 🛝 Tagged With: Coaching, Law, Mentoring, PMI, PMO, Risk, Training

# Peter Drucker Forum 2013: "Project Management, Systems Thinking & Complexity" by Terry Cooke-Davies

📩 November 17, 2013 by PM Advisor 📄 Leave a Comment

Another great definition of project management is "the way an organisation manages a risk"...





On the second day of the 5th Global Peter Drucker Forum, Terry Cooke-Davies took a look at the area of project management, systems thinking & complexity. He stated that the world of work is increasingly moving towards the world of change and projects, and it is the management of these that are the keys to success.

View original post 272 more words

Filed Under: Uncategorized

# PM Answers just got more interesting

📩 November 15, 2013 by PM Advisor 📄 Leave a Comment

We are delighted to announce that the much anticipated PM Answers Club has launched.

In response to numerous requests for a low cost, great value project manager coaching and mentoring solution PM Advisor has this week launched PM Answers Club.

All professionals need support to develop and grow from time to time. Project Managers in

particular have a great deal of expectation placed upon them in terms of ability, specific skills and



A unique resource providing project managers with honest advice from renowned experts on their project management issues experience. Increasingly PMs are assigned, despite them not necessarily carrying all of the pre-requisite competence. Traditionally, in-house mentors have been a major part of the solution, but big business is under increasing pressure to do more with less. More and more project professionals are working in smaller organisations where there is little or no expert support available. These factors mean that external expertise is needed. However competence development budgets are constantly being squeezed, and so there is understandably a need for great value, both in terms of quality, time and budget.

That is where the PM Answers 'Club' from PM Advisor can help. This new and unique service provides a personally blended mix of learning, mentoring and coaching, built from modules of group and individual sessions led by expert PM Advisors. Sessions are held securely online, and your first Group Learning session is free! To secure your taster session download and email this application form.

Feel free to contact us if you have any questions.

Filed Under: PM Answers, PM Competence Management, Project manager, Training Tagged With: Coaching, Mentoring, PM Advisor, Project

# Project Management News Digest w45 2013

📩 November 8, 2013 by PM Advisor 📄 Leave a Comment

# PM ADVISOR News Digest

## New Project Collaboration Tool, Updatey in Beta

#### Updatey

The British RawJam team are going after 37Signals' Basecamp space, with it's new tool, Updatey, and judging by the Beta it looks good.

Updatey presentation is really simple, but it still packs a punch. It's focus is allowing

the project team to visualise & track the progress of your projects, keeping new and existing team members updated both on the project timeline with milestones and the activity line.

Once you have put in your start date and some milestones your project is up and running. You can then invite team members to join in, by posting and watching status updates and documents to the activity line.

We're using the Beta at present, with good first impressions, and will post a fuller review as the product develops.

# Telerik Extend their Agile Project Management Reach



New PM Tool called Updatey

#### Telerik

Version 3.0 of TeamPulse now supports access to multiple data sources via a RESTful API

#### And Another Project Collaboration Tool – WorkZone

#### TechRepublic

Will Kelly looks at another collaboration tool, which appears to be another "me too".

#### Project Managers – Use the Language of Your Audience

#### **Business2Community**

Norman Marks provides a salultory tale of the importance of communicating with your audience in their language.

#### The Integration of Agile and the Project Management Office

#### InfoQ

Peter Schmidt from ESI provides an insightful insight into the worlds of Agile and Waterfall working together in harmony for organisational benefit.

# From To Do Lists to Managing Projects – The Path From Personal to Professional Management

#### ProjectAccelerator

An interesting observational from Lucian Ioan sees the journey of organisation:

- Know what to do and when
- Prepare for battle
- To mix or not to mix
- GoPro
- Less tools, more thinking

This is all good stuff, and if you also break the procrastination habit you'll be suitably organised.

#### 5 Quick Tips for Making Critical Thinking a Habit

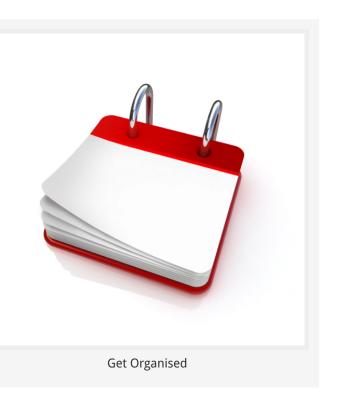
#### **PM Champion**

- 1. Have an open perspective
- Keep focused and avoid getting distracted
- 3. Ask questions and provoke debate
- 4. Learn to multi-task
- 5. Control your stress

# How to Make the Most of a Project Manager

#### **Tech City News**

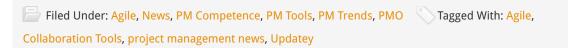
Wise words concluding that "if you don't employ a PM, it's likely your project will still get delivered but at the cost of a lower profit margin, a less satisfied client and a more frazzled team. And who wants that?".



#### How to Make Project Management a Learned Skill and Behaviour

#### TechRepublic

Will Kelly interviewed Dean Carlson, CEO of Viewpath, and Avinoam Nowogrodski, CEO of Clarizen, exploring he importance of project management becoming a learned skill and behavior for the entire project team.



# **High Performing Project Organisation?**

📩 November 7, 2013 by PM Advisor 📄 Leave a Comment

We know that only 30% of business project objectives are successfully delivered, but a small number of high performing organisations are achieving success rates in excess of 90%.

If you are with one of those high performing organisations, please take a few minutes to answer a few non-attributable questions by following this link:

#### Click here to take survey

We'll share the outcome here on PM Advisor.



To the person I am following up on, this may seem like a form of harassment or micromanagement (I have been accused of both, as I suspect any solid Project Manager has). The interesting part of that accusation is that I am simply following up on a date that **they told me they...** 

View original post 174 more words

Filed Under: Uncategorized

# **Popular Project Management Blogs**

📩 November 1, 2013 by PM Advisor 📄 Leave a Comment

We are often asked which PM Blogs we follow at PM Advisor. Here are a few of our favourites:

APM Blog: http://www.apm.org.uk/blog

Guerrilla Project Management: http://www.guerrillaprojectmanagement.com

Herding Cats: http://herdingcats.typepad.com

How to Manage a Camel: http://www.arraspeople.co.uk/camel-blog/

Project Accelerator: http://www.projectaccelerator.co.uk

Project Excellence: http://blog.projexc.com

Project Management: http://project-management.com

PM Crunch: http://pmcrunch.com

PM Hut: http://www.pmhut.com



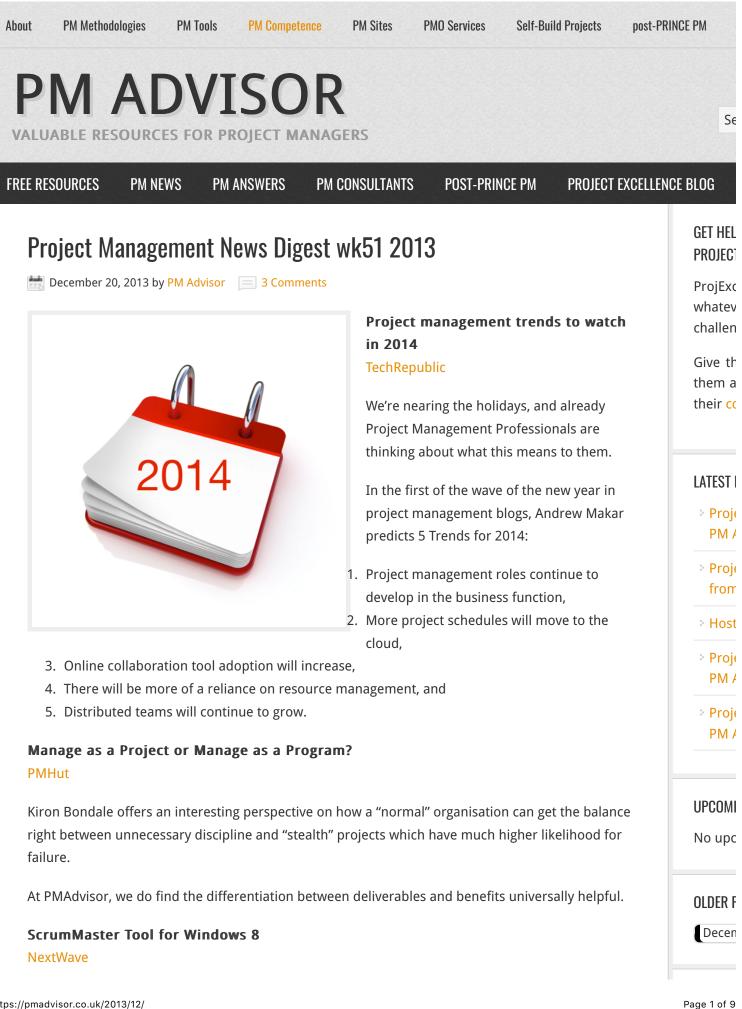
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Theory of Con Twitter Up



NextWave have two Windows 8 apps:

- For the PC or tablet NextWave ScrumMaster<sup>™</sup> is designed for scrum masters managing Agile projects (free trial, \$30 AUD). It handles all project cycles and provides enhanced burndown and sprint history graphs and reports.
- There is also a free companion app, either for Windows 8 or Windows Phone. Agile Story Sizing Cards<sup>™</sup>, is a standalone or Wi-Fi connected poker planning card deck. When the scrum master and team members are connected, ScrumMaster automatically collects and tallies team votes during sprint planning sessions.

# Turn your Basecamp project, Google Calendar or Trello board into a Gantt Chart Ganttify

Tom's Planner has launched a new service called Ganttify. With just two simple clicks it allows you to turn your Google Calendars, Basecamp projects and/or Trello boards into Gantt Charts. The service will be free of charge for the next six months. No strings attached.

Soon they will work on adding a similar functionality to Tom's Planner so you can import Google, Basecamp and Trello Calendars directly into your Tom's Planner account. This update will be available to both Free and Paid Accounts.

# Wrike Enterprise: Harnessing the Power of Big Data and Real-Time Collaboration Wrike Blog

Andrew Filev, CEO of Wrike, explains that today thousands of diverse organizations, including dozens of Fortune 1000 companies, use Wrike to successfully manage their projects and tasks. The beauty of Wrike is that it scales up and down smoothly. In addition to dynamic start-ups that are using the software on the go, there are large enterprises managing thousands of projects in the system.

Large and often distributed teams struggle on a daily basis with challenges, such as the need to coordinate the efforts of multiple teams, for all-around visibility and for granular control over corporate data security. For this reason Wrike has introduced a plan that delivers the solutions to all these needs – Wrike Enterprise.

# **Top 5 Project Management Tools**

#### **InspirationFeed**

Igor Ovsyannykov bravely suggests the Top 5 PM Tools:

- 1. Asana,
- 2. Zoho Projects,
- 3. Wrike,
- 4. Trello, and
- 5. Basecamp.

## Get a PMO and Your Customers will Love You KeyedIn Blog

Ian Needs observes that there are 3 customer satisfaction benefits from having a well-run PMO:

- 1. Get more repeat business by delivering what you promise, when you promised it at the price you promised it.
- 2. Consistent delivery builds a cycle of collaborative harmony, and
- 3. Third parties know where they are and so are more likely to deliver.

Ultimately happy customers mean more recurring profits!

Filed Under: News 💫 Tagged With: Agile, Collaboration Tools, PM Tools, PMO, project management news

# Project Management News Digest wk50 2013

📩 December 13, 2013 by PM Advisor 🛛 📄 1 Comment

### 5 Insightful Project Management Lessons from Sci-Fi

# PM ADVISOR News Digest

#### TheFastTrack

Carol Pinchefsky suggests that there's project management advice aplenty if you know where to look, and sees lessons in the following movies/shows:

- Star Trek: The Next Generation "Remember Me."
- Robocop
- Buffy the Vampire Slayer: "Doublemeat Palace"
- Batman Begins, and
- Ghostbusters

#### How to Ensure your Strategic Initiative Succeeds

#### ProjExc

John Williams explains why strategic initiatives are projects and how to make sure they succeed.

#### Study Highlights the Benefits of Project Management Training

#### **Project Accelerator**

A study by training company Parallel found by surveying previous PM training delegates that:

- 89% agreed that the training benefitted their company
- 64% agreed that PM training helped improve their current work projects, and

• 71% of those attending APM training agreed that it helped develop their management skills

### Project Management In A Post-Mad Men World

#### MediaPost

Paul Pentzer observes 5 qualities that Advertising Agency PMs should possess:

- 1. Relentless focus on solving problems
- 2. Ability to simplify complex situations
- 3. Good facilitators
- 4. Excellent in basic PM skills
- 5. Ability to model a 'servant relationship'

### Why Are So Many IT Projects Failing

#### CIO.com

Sharon Florentine reports on a trend that as more companies adopt Agile, their project managers are expected to take on more responsibilities, namely development lead.

#### 6 Project Management Modes

#### Shift Happens

Mike Clayton explores the 6 main modes that a PM needs to shift through as the project proceeds:

- 1. Leading Mode
- 2. Supporter Mode
- 3. Fix-it Mode
- 4. Exploration Mode
- 5. Crisis Mode
- 6. Process Mode

### 13 Steps to Becoming a Better Product Manager

#### InternetDJ

Michael Bordash considers 13 attributes of product managers, not least that Product Management is not Project Management. Really.

### A Practical Approach To Project Portfolio Management

Information Week

Part 1

Part 2

#### Part 3

Frank J. DeLuca looks at how to set up a good, fast, and inexpensive program that will make the best use of pricey IT resources, without costly specialised software.

#### 5 Steps to Project Management Nirvana

#### TheFastTrack

Alison Green suggests that if your projects aren't doing what they should, to try following these five steps.

- 1. Get clear on the desired outcome before work begins.
- 2. Establish clear roles
- 3. Conduct "pre-mortems."
- 4. Build in check-ins along the way, and
- 5. Debrief when the work is over.

#### Arras People Project Management Census 2014

#### How To Manage a Camel

It's that time of year again when Arras People ask for your help to take a snapshot of our domain. It's the ninth Project Management Census and this year they've really focused on the project management career.

#### Eylean Project Management Software Provider Launches Personal Version

#### Eylean

Eylean, provider of agile project management software for Scrum and Kanban, has introduced a personal edition of its agile task board, which will be available to customers free of charge for personal use.

#### **5 Ways to Build Strong Project Teams**

#### PMI

Dave Wakeman, PMP shares his thoughts on how to build project teams:

- 1. Be an active communicator
- 2. Trust your team
- 3. Understand your team members' individual motivations
- 4. Don't embarrass your team
- 5. Be flexible

Filed Under: News 🔨 Tagged With: Agile, APM, Failure, PMI, PPM, Product management, project

management news, project managers, Training

# Six Project Management Modes

📩 December 13, 2013 by PM Advisor 📄 Leave a Comment

This is a nice way of looking at the way that a PM needs to wear multiple hats with different emphasis at different stages of the day and the project lifecycle. Thanks.



In the last blog, I was musing about what a project manager is and also the personality factors that make up a typical project manager. If you have not already done so, please complete the short poll at the end of this blog, to add to my data.

Another topic I toyed with for **How to Manage a Great Project**, but had to cut for lack of space because it was not essential, was the idea that there are multiple styles of project management.

I don't here mean the personal styles that we all bring to the role – although there is another great blog topic! Different stages in the project and different challenges each bring out a need for a different style of project management – or for a unique combination of those styles. I like the idea of a radar plot (sometimes called a spiderweb plot)...

View original post 165 more words

Filed Under: Uncategorized

# Project Management News Digest wk49 2013

📩 December 3, 2013 by PM Advisor 📄 Leave a Comment

PM ADVISOR News Digest

### **10 Business Benefits of Project Management for SMEs**

#### **Project Accelerator**

Paul Naybour explains his view that project management can benefit more than just the traditional big corporates, citing:

- 1. Efficient service
- 2. Enhanced customer satisfaction
- 3. Effective service
- 4. Improved team development
- 5. Increased standing
- 6. Service expansion
- 7. Improved flexibility
- 8. Improved quality
- 9. Enhanced risk management
- 10. More client capacity

#### Take the Gamble out of Project Manager Recruitment

#### ProjExc Blog

John Williams, founder and lead consultant at ProjExc proposes 8 considerations which together take the gamble out of PM recruitment:

- 1. Investment
- 2. Don't compromise
- 3. Specification
- 4. The role
- 5. The person
- 6. Pure project management
- 7. Induction
- 8. Assessment

### Project Management to Boom in 2014

#### **IT Online**

With key game-changing trends including collaboration, mobility, unified communications, the cloud and the Internet of everything, companies are compelled to work smarter, and experts see 2014 being the year for effective PM systems.

### How Agile and the PMO Can Enrich Each Other's Existence

#### Business2Community

Rebecca Leitch explains why she believes Agile and the PMO should be able to look forward to successfully enriching each other's existence and maximizing their respective value to the enterprise more and more in future.

### New PM Coaching and Mentoring Service Launches

## PM Advisor

PM Answers Club from PM Advisor has launched a unique and extremely cost effective approach to providing much needed coaching and mentoring service for Project Managers whatever their experience.

### 5 Must Have PM Skills for Every Business Leader

#### **SmallBizViewpoints**

If only all project managers had all 5:

- 1. Project planning
- 2. Time management
- 3. Prioritisation
- 4. Soft skills
- 5. Ongoing learning

#### The Marketer's Alter-Ego: The Project Manager

#### Marketo Blog

Raymond Coppinger explains his view as to why marketing and project management go hand-inhand:

- The Beauty of the Business Case
- The Sanctity of Stakeholders
- The Relevance of Related Projects

Filed Under: News Tagged With: Agile, Business, Coaching, Mentoring, PM Skills, PMO, Project Management, Project manager, Recruitment, SME

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