



# Project Assistants Newsletter

June 2008

## Tips from the Chief

### **Organizational Transformation: Making Changes "Stick"**

Driving adoption is a critical, and often underestimated, component of any project management improvement initiative; simply put, changes have to *stick* in order to realize the return on your investment.

The necessity of creating and effectively auditing an organizational adoption/change management process is a critical component of the adoption process. To ensure changes stick, you must:

- Understand the key elements that define the scope of an effective change management/governance plan
- Implement this governance plan in a way that ensures adoption occurs

Unfortunately, Change Management/Governance is the least understood, and most ignored, of the necessary components (other components are Executive Support, People Capabilities, Technology and Tools, and Theory/Methodology) of successful organizational transformation; as a result, this is the primary reason why these transformational initiatives can fail.

To learn more about this topic, [download and view](#) a presentation (*Making It Stick: The Project Management Adoption Challenge*) by Gus Cicala, Project Assistants' CEO and a frequent author and speaker about current PPM topics.

## **Solution Spotlight: ProjectCommander**

*ProjectCommander* simplifies and extends the already considerable capabilities of Microsoft Project with a comprehensive and easy-to-use set

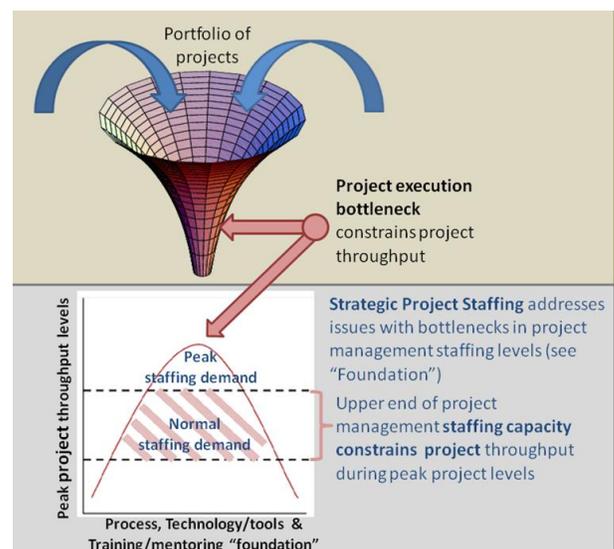
## **Offering Spotlight: Strategic Project Staffing**

In the ever-changing world of business and technology, one thing has remained constant - the need for quality staffing. Project Assistants' track record of providing Strategic Project Staffing Solutions – industry specific proven professionals who get it right the first time – gives clients the confidence to call us first.

But why is Strategic Project Staffing so critical to project management success?

In most organizations, many people have the ability to *design change*. However, driving execution – and thereby *driving change* – requires the ability to consistently address all projects with competent project leadership. Managing change requires a project manager, ideally one who is well-skilled in the specific application area/industry.

As you can see in the following figure, when project management staffing levels are lower than what is required, the ability to drive project throughput is constrained.



of project management functions. Project teams can now initiate, track, and analyze project plans with an intuitive productivity tool for enhanced project management.

Users gain particular value in Resource Management, as their ability to assign, estimate and level resources is significantly simplified.

*ProjectCommander* presents the more relevant, important, and frequently used features in a step-by-step menu and wizard approach.

With one click you can switch between the various modes:

- Planning: Speed, accuracy and consistency with project initiation
- Tracking: Level setting with actuals
- Work Analysis: Are we on time? (% variance as well as "raw" variance)
- Cost Analysis: Are we on budget? (% variance as well as "raw" variance)

In addition, several productivity tools/shortcuts are available for users to increase ease of use and eliminate guessing and rework. To highlight a few:

- A personal Task Checklist allows a team member to include sub-tasks and steps pertaining to your personal work without sharing it with the entire work group to avoid overloading tasks in your team project plan.
- Several Alerts, including prompts and "Smart Deletes", let you know what links will be affected when a task is deleted.
- An Issue Log allows you to record the date and nature of the occurrence, its severity level, resource assignment and status.
- 100+ powerful reports and views for effective and proactive analyzing, troubleshooting, and communication of your project's information.

Charlie Howe, Software Review editor at *PM Network Magazine*, had these comments as he awarded *ProjectCommander* his magazine's 5-star rating:

*"With enhanced capabilities that make planning and scheduling easier, the issue log really stands out as helpful; issues around each task can warn the Project Manager of pitfalls or roadblocks ahead. Within any date range, issue log reports can*

Project Assistants can remove this constraint – or project management staffing bottleneck – by providing industry-specific project managers to drive project throughput and therefore promote successful change management.

Click [here](#) for more information about our Strategic Project Staffing options. And, if you have an existing need for a project and/or portfolio manager, [contact us](#) today – we can help!

## **Project and Portfolio Management Webinar Series**

**Topic:** Achieving Your Business Objectives: Best Practices for Integrating Portfolio Management Strategies with Project Management Excellence in Execution

**Date:** Thursday, July 17<sup>th</sup>

**Time:** 12:00 pm EDT

Project Assistants is pleased to announce registration is open for the third webinar of our 2008 Webinar Series. On July 17<sup>th</sup> at 12:00 PM EDT, Project Assistants CEO Gus Cicala will address ***Achieving Your Business Objectives: Best Practices for Integrating Portfolio Management Strategies with Project Management Excellence in Execution***

More and more businesses are striving for well-defined portfolio management and project management practices. These practices, which are highly dependent on each other, must be purposefully integrated to best achieve your organizational goals.

During this webinar, Mr. Cicala will discuss best practices for identifying, developing and implementing key integration points between the portfolio and project management processes, including the following:

- Initial idea capture
- Project identification
- Project definition and selection
- Project execution and evaluation
- Business case formulation and evaluation
- Project approval processes
- Project closeout

This webinar will build upon several of the topics already covered in our executive track series that

*be generated by resource, status or severity. Overall I'm sold on using Project Commander daily on my Project Management chores."*

Click [here](#) to learn more about how ProjectCommander can benefit your organization.

deal with the concept of driving adoption through effective change management.

This webinar, which is offered at no cost, will last for one hour and will include time for questions and answers. Please [contact us](#) with any questions; click [here](#) to register. Visit our [website](#) for more information about our 2008 Webinar Series.

At Project Assistants we are THE EXPERTS in Project and Portfolio Management, devoted to effectively creating, enhancing and supporting our clients' project management infrastructures – the people, processes and technology that work together to help you reach your organizational goals.

Founded in 1996, Project Assistants is headquartered in Wilmington, Delaware with international delivery capability. A leading Microsoft Gold Certified Partner and Microsoft Office Project Premier Partner, Project Assistants was recently recognized in Inc 500 as one of "America's Fastest Growing Private Companies." On average, each member of our consulting team has over 20 years of project management and related business experience. The team also includes a significant number of published authors of the best-selling Microsoft Project publications and other leading Project Management publications. For more information about Project Assistants, Inc., please go to [www.projectassistants.com](http://www.projectassistants.com) or call us at 1-800-642-9259.

