



Building professionalism in project management.™

**Project Management Institute  
Eastern Iowa Chapter**

# 100's NUGGET

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May 2007

P.O. Box 1811  
Cedar Rapids, IA 52406-1811

<http://www.pmieasterniowa.org>  
[communications@pmieasterniowa](mailto:communications@pmieasterniowa)

**Tana Goertz,  
from  
The Apprentice,  
presents this  
month at our  
chapter meeting.**

**Inside this issue:**

President's Corner	2
Our Leadership Roles	3
Chapter Meetings	4
Membership Update	5
Training Schedules	6
Chapter Contacts	7

## Our Next Chapter Meeting - May 8th

The May chapter dinner meeting will be held Tuesday, May 8, 7:30 a.m. to 9:00 a.m. at the Clarion Hotel and Convention Center at 525 33rd Ave SW in Cedar Rapids. The Clarion Hotel and Convention Center phone number is (319) 366-8671.

**Program:** "The Ultimate Project " by Tana Goertz

Imagine working in a televised environment and receiving a large project that is due in just two days. If that is not enough pressure, also imagine working for the toughest sponsor in the world! Join us as Tana Goertz, a star on the third season of the Apprentice, discusses how she utilized her strong program management skills to survive and to be the first runner-up on the show. Tana's belief in the importance of thinking big and following one's dreams inspired her to write and publish a children's book, "I'm Bigger Than This". She has also been published in "Lessons from the Apprentice" and "Suite Success".

Today Tana Goertz is a sought-after motivational speaker and enthusiastic spokesperson for such companies as BeDazzler, and the new internet site Bozang, based in Atlanta, Ga. Now, through her speaking and truly dynamic workshops, Tana has made it her life's mission to help others realize their potential and to abandon self-imposed barriers by thinking big and choosing happiness as a goal.

### Program Schedule:

- 7:30 - 7:45 Registration, breakfast, and social time
- 7:45 - 7:50 Opening by chapter president / chapter officers
- 7:50 - 8:40 Presentation
- 8:40 - 9:00 Final announcements and wrap-up

### Our Breakfast Menu (subject to change):

- Scrambled eggs
- Sausage
- Hash browns
- Toast
- Regular / Decaf Coffee / Hot Tea
- Milk
- Fresh fruit

### Cost:

\$10.00 to chapter members and \$15.00 for guests.

Please note that the Chapter's attendance policy has changed to include a registration fee for all attendees. This is different from the previous policy of allowing attendees who were not eating to attend free of charge.

If you have done so already, please RSVP no later than Thursday, May 3rd to  
[ProgramRegistration@pmieasterniowa.org](mailto:ProgramRegistration@pmieasterniowa.org).

Steve Sawyer, Director - Logistics  
PMI Eastern Iowa Chapter

## President's Corner - by Darin Hart, PMP

Chapter Members and Guests,



After a really warm day like today it has finally set in that winter is over. Spring is here and summer is right around the corner. With warmer temperatures, our schedules become busier and it is harder to make it to a chapter meeting. However, your chapter leadership team hopes that due to the upcoming topics and convenience in both time and location that you will be able to find the 90-120 minutes out of your schedule each month to attend the chapter meetings. We believe the value you obtain from the chapter meetings is well worth the small time commitment.

Some upcoming meetings:

- May - Tana Goertz - The Ultimate Project
- June - Tammy Sweat, PMP and Jacqueline Krain - Round-Table Discussion - Risk Management
- July - Jamie Northrup, PMP - Every PMP can Implement OPM3
- September - Doug Williams, PMP - Develop a Healthy Project Plan from the Start

The survey results from last fall told us that "Timeframe" and "Location" account for over 55% of the reason you do or don't attend a meeting. The leadership team has listened to this feedback and believes they are taking steps in the right direction. Please keep in mind that we are unfortunately not able to meet everybody's requests. One of the items we are working on is looking for an alternate location in the Iowa City and Coralville area to host monthly meetings. If you have a location you believe would be good please send an email to our Director of Logistics at [director.logistics@pmieasterniowa.org](mailto:director.logistics@pmieasterniowa.org).

Another item I wanted to share relates to an opportunity I have been able to work out with O'Reilly Media, Inc. The PMI Eastern Iowa Chapter has joined the O'Reilly User Group and Professional Association Program. Some of the benefits we get from being a part of this group are: Review Copies of Books, Discounts, and other promotional items. They can also help arrange for authors to speak at chapters meetings. These benefits are open to registered members of the PMI Eastern Iowa Chapter. The discounts for chapter members are up to 30% on books published by O'Reilly Media, Inc. Please let me know if you are interested in the details behind obtaining these discounts or in obtaining a review copy of a book. This is an example of one way we are trying to provide benefits to our members. If you have other ideas please send me an email at [president@pmieasterniowa.org](mailto:president@pmieasterniowa.org).

Thanks for your continued support and participation and have a great spring and summer.

Darin Hart, PMP

2006 President, PMI Eastern Iowa Chapter

## Get Noticed — Eastern Iowa Chapter Shirts Are Available For Order



Our Eastern Iowa Chapter of PMI is pleased to offer chapter-branded shirts for sale to its members. The Shirt Order Form is available at the end of our 100's Nugget and on the chapter website, and provides the options and instructions for ordering the two styles of shirts being offered: a long sleeve woven shirt (\$30) and a short sleeve knit golf shirt (\$28). Options include Ladies and Unisex (male or female) cut, sizes from extra small to triple X, and many color choices to fit your current wardrobe. Embroidery design choices are PMI Eastern Iowa Chapter and PMI Eastern Iowa Chapter - PMP Certified.

Completed Shirt Order Forms and checks can be mailed to the chapter PO Box on the form. Comments and questions should be emailed to [director.certifications@pmieasterniowa.org](mailto:director.certifications@pmieasterniowa.org).

## Getting To Know Our Chapter Leadership Roles

This newsletter section is dedicated to help our chapter's members and guests become aware of what the chapter's leadership team does. We welcome your comments and questions by email to [communications@pmieasterniowa.org](mailto:communications@pmieasterniowa.org).

This month we profile the chapter's Director of Programs, currently staffed by Tammy Sweat, PMP.

The Director of Programs is responsible to schedule the activity that will take place during each of our monthly chapter meetings. This role typically involves finding and scheduling talented speakers, arranging tours, or planning a round-table activity. It also involves setting up any special logistics, contracts, etc.

This role relies on all chapter members' help for leads to speakers and to find applicable companies to tour. Speaker topics are often based on the survey information gathered from our members at the beginning of the year, as well as from the many feedback forms gathered after each chapter meeting.

The Director of Programs has the privilege to introduce the speaker each month and to thank them after the presentation is delivered. A speaker summary is also created for the monthly board status report and for the newsletter.

Do you know of an exciting speaker that would like to present at our chapter meetings? Do you have interesting ideas for us to find a speaker or arrange a tour. We welcome these by simply contacting the Director of Programs at the email address [director.programs@pmieasterniowa.org](mailto:director.programs@pmieasterniowa.org). We look forward to hearing from you!

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## Important Notice To Our Chapter Members

### **We need your help with your personal email addresses and other contact details!**

As a member, you are requested to keep and update personal contact data within the PMI Global membership records. This contact data is made available to our Chapter so that we may update our membership records, including our email distribution listings.

Recently, our email domain ([pmieasterniowa.org](mailto:pmieasterniowa.org)) has been "blacklisted" by msn and hotmail as being a SPAM source. As a result, we are no longer able to successfully send our chapter email communications to msn and hotmail email addresses.

If you are (or intend on) using msn or hotmail for your PMI registered email address, we need for you to choose another provider. PMI members should login to the PMI Global membership site and adjust your membership preferred email address to an email address provided by someone other than msn or hotmail.

Thank you,  
Doug Williams, PMP, VP of Communications and Publicity

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## Get the PMI MN Project of Year Award - Nomination Deadline is June 15th

Has a project been completed at your company by yourself or a colleague that was successful?

Nominate your project for the PMI MN Project of Year Award! The Project of the Year (POY) within PMI-MN provides recognition for outstanding project performance executed under unusual conditions, with unusual issues or specific barriers that required special management or team performance adaptations to accomplish the project objectives.

### **GENERAL ELIGIBILITY**

Projects from everywhere in the 5 state area (MN, WI, IA, ND, SD) are encouraged to participate. PMI-MN affiliation is not necessary. Any project, which is perceived, as having effectively applied project management principles and techniques is eligible to submit for judgment providing:

See page 5

## Chapter Meeting Program Recap - April 10, 2007

### “Task Explosion and Issue Management” by Paul Postler

Paul Postler, the Director of Scoring Support Services at PEM, as well as an adjunct professor in Project Management at the U of I, Tippie College of Business, explained some of the problems with the increasing number of tasks assigned to projects and what one should look for in an issue management process.



**Thanks for telling us!** From your chapter meeting comment sheets, we understand a food quality correction at our recent chapter meeting is needed. We hope you understand that we sometimes need to remind and correctly set our expectations with our facility providers about getting the best food quality for you at our chapter meetings. Since you noted a need for improvement, we have made adjustments for our future breakfast meetings. Thank you for investing the time to tell us!


Attendance: 67

Guests: 10

Walk-ins: 14

No Shows: 10

## Chapter Meetings Schedule (subject to change)

	Date and Time	Location	Topic and Presenter
	May 8 7:30 - 9:00 AM	Clarion Hotel & Convention Center, 525 33rd Ave SW, Cedar Rapids	“The Ultimate Project” by Tana Goertz
	June 12 7:30 - 9:00 AM	Clarion Hotel & Convention Center, 525 33rd Ave SW, Cedar Rapids	Round-Table discussion on Risk Management
	July 10 7:30 - 9:00 AM	Clarion Hotel & Convention Center, 525 33rd Ave SW, Cedar Rapids	“Every PMP Can Implement OPM3” by Jamie Northrup

## Check Out The PMI Global Website

Do you sometimes desire to know what is going on at the PMI Global level? Consider investing some time on the PMI global website ([www.pmi.org](http://www.pmi.org)) to learn more about PMI news items and events like the following:

- Construction Extension to the PMBOK® Guide Third Edition Exposure Draft is now live.
- PMI Calls for 2008 Other Board Committees.
- Are you part of an exceptional project management organization? Nominate them for PM Network®'s October 2007 Outstanding Organizations in Project Management feature.
- To learn about other project management events, view the 2007 PMI Professional Development catalog.
- Mark your calendars for the PMI Global Congress 2007 — North America in Atlanta, GA.
- PMI Professional Awards 2006 Call for Nominations now open.

## Guess when PMI's 250,000th member will join.

PMI's 250,000th Member Race is underway and anyone may enter! The individual (member or nonmember) who guesses closest, without exceeding, the date and time that the 250,000th member joins PMI will be the winner. If no one guesses correctly, then the contest winner will be the individual who guesses closest without exceeding the actual time the 250,000th member joins. Visit the contest web page for information on rules, prizes, incentives and information on how members and non-members may enter the race. The sooner you enter, the better your chances to win.

<http://www.pmi.org/prod/groups/public/documents/info/250KMemberRace.asp>



## Membership Update

**OH NO! We are just below the 300 members count! Help us achieve 300 by asking just one friend to become a new member this month.**

The PMI Eastern Iowa Chapter membership stands at **290**, with **150 PMP®s**. Our chapter has representation from 57 companies. The top five are listed below.

- Pearson (128 members, 72 PMPs)
- Rockwell Collins (20 members, 8 PMPs)
- Intermec Technologies (15 members, 10 PMPs)
- Aegon (13 members, 2 PMPs)
- Iowa Health System and ACT, Inc (7 members, 3 PMPs)

### **New PMP®s:**

No update to report.

### **New Members:**

Welcome New Members: Dennis Adams, United Health Care; Dawn Ainger, Genova Technologies; Chad Curtis, Pearson; Rebecca Gilchrist, Pearson; Sue Stephens, Aegon.

### **Welcome Back:**

No update to report.

### **PMI Chapter Transfers:**

If you have a need to transfer chapters because you have moved or relocated due to employment location changes, be sure to update your membership data at the PMI global website, [www.pmi.org](http://www.pmi.org).

### **PMI Member Contact Updates:**

Update your membership data at the PMI global website, [www.pmi.org](http://www.pmi.org).

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## Get the PMI MN Project of Year Award - continued from page 3

- The nominated project must have been successfully completed using processes and approaches consistent with *A Guide to the Project Management Body of Knowledge (PMBOK® Guide)*. That consistency must be clearly delineated in the submitted materials. (Note: To purchase a copy of PMI's *A Guide to the Project Management Body of Knowledge*, visit PMI's Online Bookstore at [www.pmi bookstore.org](http://www.pmi bookstore.org).)

### **PROCESS**

Candidate projects must be nominated to the Chapter by June 15<sup>th</sup>.

The nominations selected to move forward to next level of competition will be selected by July 20<sup>th</sup>.

The winner will be selected by September 28<sup>th</sup>.

### **RECOGNITION and PRESENTATION**

The winner will be announced at the October 18<sup>th</sup> Dinner meeting.

The winner may be invited to present their project.

For further details on eligibility and process, please refer to our website at [www.pmi-mn.org](http://www.pmi-mn.org) or contact the Project of Year (POY) project manager at [poy@pmi-mn.org](mailto:poy@pmi-mn.org).

**Act Today to Get the PMI MN Project of Year Award!!**

## Chapter Sponsored Professional Development (subject to change)

The following chapter sponsored professional development opportunities are available.

Date	Time	Course ID	Cost	PDU's	Location	Title
05/21/07	5-9 pm	C100-2900	125 PMI Member 150 Non-Member	4	Kirkwood	Project Communications Management and Performance Reporting
06/18/07	5-9 pm	C100-3000	125 PMI Member 150 Non-Member	4	Kirkwood	Proactive Risk Management
07/16/07	5-9 pm	C100-3100	125 PMI Member 150 Non-Member	4	Kirkwood	OPM3 Workshop

Send questions to [director.professional@pmiasterniowa.org](mailto:director.professional@pmiasterniowa.org).

## Priority Management Training Schedule (subject to change)

The following Priority Management sponsored professional development opportunities are available.

Date	Course ID	PDU's	Location	Title
05/10/07	1161-TN060100	7	Cedar Rapids, IA	Working Smart with Microsoft Outlook
05/25/07	1161-TN060100	7	Web workshop at your desk	Working Smart with Microsoft Outlook
06/20/07	1161-TN060100	7	Web workshop at your desk	Working Smart with Microsoft Outlook
10/23/07 – 10/25/07	1161-PMB00020	21	Cedar Rapids, IA	Project management breakthroughs

Please find more details at [http://www.prioritymanagement.com/rsmith/workshop\\_schedule/](http://www.prioritymanagement.com/rsmith/workshop_schedule/) or send questions to [rsmith@prioritymanagement.com](mailto:rsmith@prioritymanagement.com).

## New Horizons Training Schedule (subject to change)

The following courses are available at New Horizons of Cedar Rapids in the coming months.

Date	PDU's	Location	Title
05/14/2007	13	New Horizons	Project Tune Up
05/16/2007	19.5	New Horizons	Project 2003 Professional
05/17/2007	6.5	New Horizons	Project Management – Risk Management
05/18/2007	6.5	New Horizons	Project Management – Quality Management
06/04/2007	19.5	New Horizons	Introduction to Project Management
06/13/2007	6.5	New Horizons	Microsoft Project 2003 – L1
06/14/2007	6.5	New Horizons	Microsoft Project 2003 – L2
07/09/2007	19.5	New Horizons	Project Management for Professionals Exam Preparation

Visit [www.newhorizonscr.com](http://www.newhorizonscr.com), email [events.cedarrapids@newhorizons.com](mailto:events.cedarrapids@newhorizons.com), or call 319-294-9035.

## PMI Eastern Iowa Chapter Contacts

### 2007 Board of Directors

President	Darin Hart, PMP	president@pmieasterniowa.org
Past President	Bob Sanders, PMP	pastpresident@pmieasterniowa.org
VP of Communications and Publicity	Doug Williams, PMP	communications@pmieasterniowa.org
VP of Education	Jennifer Ruppert, PMP	education@pmieasterniowa.org
VP of Finance	Leo Bertling, PMP	finance@pmieasterniowa.org
VP of Operations	Paddy Puthige, PMP	operations@pmieasterniowa.org
VP of Outreach	Dale Moore, PMP	outreach@pmieasterniowa.org

### 2007 Directors

Director At-Large	Kristi Burkle, PMP	director.atlarge@pmieasterniowa.org
Director of Certifications	Jim Nicoll, PMP	director.certifications@pmieasterniowa.org
Director of Corporate Outreach	David S Tominsky	director.corpoutreach@pmieasterniowa.org
Director of Individual Outreach	Bhaskar Pulikal, PMP	director.indoutreach@pmieasterniowa.org
Director of University Outreach	George Hollins, PMP	director.unioutreach@pmieasterniowa.org
Director of Logistics	Steve Sawyer, PMP	director.logistics@pmieasterniowa.org
Director of Marketing	Jamie Winders	director.marketing@pmieasterniowa.org
Director of Member Relations	Glenda Dixon, PMP	director.memberrelations@pmieasterniowa.org
Director of Newsletter	<b>Open</b>	director.newsletter@pmieasterniowa.org
Director of Professional Development	Barry Ehrig, PMP	director.professional@pmieasterniowa.org
Director of Programs	Tammy Sweat, PMP	director.programs@pmieasterniowa.org
Director of Technology	Sandra Spengler	director.technology@pmieasterniowa.org
Director of Volunteers	Angie Zimmerman, PMP	director.volunteers@pmieasterniowa.org
Director of Website	Brian Tompkins	director.website@pmieasterniowa.org

### Other Contacts

Chapter Monthly Program Registration	Program Registration	programregistration@pmieasterniowa.org
Chapter Training Registration	Training Registration	trainingregistration@pmieasterniowa.org
Chapter Web Mail Administrator	Web mail	webmail@pmieasterniowa.org
Chapter Website Administrator	Webmaster	webmaster@pmieasterniowa.org

## **PDU University Series**

(Course Value: 4 PDUs)

## **Project Communications Mgmt & Performance Reporting**

### **Course Description:**

Project Communications Mgmt & Performance Reporting: This course focuses on both improving the efficiency and effectiveness of all project-related communications, from initial planning through closure. Participants will apply all course principles to a work-related case study taken directly from their work environment. This course is designed for all project managers and project team leaders. Participants will be able to identify stakeholders, communicate problems effectively, identify and apply conflict resolution techniques, and evaluate closing phase communications. After completing this course, participants will understand the following:

- Interpersonal Communication
- Project Communication Channels and Communication Styles
- Communication and the Project Life Cycle
- Communications Planning and Stakeholder Identification
- The Communication Process and Information Distribution
- Project Meetings and Meeting Rules
- Written communication and Email Guidelines
- Performance Reporting and Analysis
- Stakeholder Management, Managing and Resolving Conflict, and Views of Conflict
- Closing Phase Communications

### **Course Date & Location:**

Monday, May 21 (5:00pm – 9:00pm)  
Kirkwood Community College  
Nielsen Hall Room 229  
6301 Kirkwood Blvd. SW  
Cedar Rapids, Iowa 52406

### **Instructor:**

**Jamie Northrup, PMP** has served as a Sr. Manager, Program Manager, and Project Manager in the Aerospace Engineering, Telecommunications, and Academic Industries. He is an original OPM3 team member and OPM3 Second Edition Core team member. He is trained in CMMI through the Software Engineering Institute at Carnegie Mellon University and has taught technology classes as an adjunct professor with Kirkwood Community College.

### **Cost:**

The cost of the May 21 **“Project Communications Mgmt & Performance Reporting”** class is **\$125.00** for chapter members and **\$150.00** for non-chapter members. There are no prerequisites to this course and all of the materials will be provided.

Please make checks payable and mail to:  
PMI, Eastern Iowa Chapter, P.O. BOX 1811, Cedar Rapids, IA 52401-1811.

This form must be completed, mailed, and received by COB May 14, 2007. In addition to sending in the form please send an e-mail to [trainingregistration@pmieasterniowa.org](mailto:trainingregistration@pmieasterniowa.org) so that we can reserve your seat. Please forward any questions or concerns to [director.professional@pmieasterniowa.org](mailto:director.professional@pmieasterniowa.org).

Required Sign-up Information			
Name, First, MI, Last:		PMI ID #:	
E-mail:		Phone #:	
Company:			



**PMI Eastern Iowa Chapter**

**Shirt Order Form**

(One [1] each shirt per form. Please check-off desired shirt options.)

Name: \_\_\_\_\_ Phone: \_\_\_\_\_ Email: \_\_\_\_\_

<b>Long Sleeve, Woven Shirt \$30.00</b>		<b>or</b>	<b>Short Sleeve, Knit (Golf) Shirt \$28.00</b>	
<input type="checkbox"/>	Unisex, Long Sleeve, Woven Shirt	<input type="checkbox"/>	<input type="checkbox"/>	Unisex, Short Sleeve, Knit Shirt
<input type="checkbox"/>	Ladies, Long Sleeve, Woven Shirt	<input type="checkbox"/>	<input type="checkbox"/>	Ladies, Short Sleeve, Knit Shirt
<b>Color:</b>			<b>Color:</b>	
<input type="checkbox"/>	Black	<input type="checkbox"/>	<input type="checkbox"/>	Black
<input type="checkbox"/>	White	<input type="checkbox"/>	<input type="checkbox"/>	White
<input type="checkbox"/>	Light Stone	<input type="checkbox"/>	<input type="checkbox"/>	(Dark) Stone
<input type="checkbox"/>	Royal (Blue)	<input type="checkbox"/>	<input type="checkbox"/>	Faded Blue
<input type="checkbox"/>	Light Blue	<input type="checkbox"/>	<input type="checkbox"/>	Light Blue
<input type="checkbox"/>	Navy (Dark Blue)	<input type="checkbox"/>	<input type="checkbox"/>	Navy (Dark Blue)
<input type="checkbox"/>	Classic Navy (Very Dark Blue)	<input type="checkbox"/>	<input type="checkbox"/>	Classic Navy (Very Dark Blue)
<input type="checkbox"/>	Red	<input type="checkbox"/>	<input type="checkbox"/>	Sunset Red
<input type="checkbox"/>	Burgundy (Red)	<input type="checkbox"/>	<input type="checkbox"/>	Burgundy (Red)
<input type="checkbox"/>	Dark Green	<input type="checkbox"/>	<input type="checkbox"/>	Yellow
<b>Size:</b>			<b>Size:</b>	
<input type="checkbox"/>	XS = Xtra Small	<input type="checkbox"/>	<input type="checkbox"/>	XS = Xtra Small
<input type="checkbox"/>	S = Small	<input type="checkbox"/>	<input type="checkbox"/>	S = Small
<input type="checkbox"/>	M = Medium	<input type="checkbox"/>	<input type="checkbox"/>	M = Medium
<input type="checkbox"/>	L = Large	<input type="checkbox"/>	<input type="checkbox"/>	L = Large
<input type="checkbox"/>	XL = Xtra Large	<input type="checkbox"/>	<input type="checkbox"/>	XL = Xtra Large
<input type="checkbox"/>	XXL = 2 Xtra Large	<input type="checkbox"/>	<input type="checkbox"/>	XXL = 2 Xtra Large
<input type="checkbox"/>	XXXL = 3 Xtra Large	<input type="checkbox"/>	<input type="checkbox"/>	XXXL = 3 Xtra Large
<input type="checkbox"/>	Tall size - optional for Unisex L to XXXL	<input type="checkbox"/>	<input type="checkbox"/>	Tall size - optional for Unisex L to XXXL
<b>Embroidery Design:</b>			<b>Embroidery Design:</b>	
<input type="checkbox"/>	PMI Eastern Iowa Chapter	<input type="checkbox"/>	<input type="checkbox"/>	PMI Eastern Iowa Chapter
<input type="checkbox"/>	PMI Eastern Iowa Chapter, PMP Certified	<input type="checkbox"/>	<input type="checkbox"/>	PMI Eastern Iowa Chapter, PMP Certified

**Notes:**

Tall size is optional for Unisex L to XXXL. Please ask for availability of additional sizes not listed.

Shirts will be delivered at chapter meetings following completion by shirt vendor. Prices are inclusive of taxes.

Payment must accompany order; make checks payable to: **PMI Eastern Iowa Chapter.**

Mail check and this order form to: **PMI Eastern Iowa Chapter  
 Shirt Order  
 PO Box 1811  
 Cedar Rapids, IA 52406-1811**