



Building professionalism in project management.™

**Project Management Institute**  
**Eastern Iowa Chapter**

# 100's NUGGET

2007 Issue 09

September 2007

## Our Next Chapter Meeting - September 11th

This month's chapter meeting will be held Tuesday, September 11, 5:45p.m. to 8:00 p.m. at Holiday Inn Hotel and Conference Center, 1220 First Avenue in Coralville. The Holiday Inn Hotel and Conference Center phone number is (319) 351-5049.

**Program:** "Starting with a Healthy Project Plan" by Doug Williams, PMP

Doug will present part of his Project Health Series, which has been built over many years of direct personal experience with and in-depth study of troubled projects and organizations in conflict. This session's topic is "Starting with a Healthy Project Plan". The presentation provides a checklist-like analysis that helps the project manager understand and perform simplified project set up and audit tasks needed for establishing a long-term healthy project plan, one which trends more towards success rather than failure. Come and hear Doug present this very interesting subject, which is likely useful to all project managers.

### Program Schedule:

- 5:45 - 6:15 Registration and social time
- 6:15 - 6:50 Dinner
- 6:50 - 7:00 Opening and 2008 Board Elections
- 7:00 - 7:45 Presentation
- 7:45 - 8:00 Election Results, final announcements and wrap-up

### Our Menu (subject to change):

- Roast Turkey w/ sage dressing
- Honey Glazed Carrots
- Green Bean Casserole
- Smashed Potatoes w/ gravy
- Fresh fruit
- Caesar Salad
- Snow Pea Salad

**Cost:** \$20.00 to chapter members and \$25.00 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 not done so already, please RSVP no later than Thursday, September 6th to [programregistration@pmieasterniowa.org](mailto:programregistration@pmieasterniowa.org). Once you send a RSVP, cancellations **must** be sent and received by noon, Monday, September 10 to avoid your being invoiced as a no-show for this chapter event.

Steve Sawyer, Director - Logistics  
PMI Eastern Iowa Chapter

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

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

The PMI Eastern Iowa Chapter annual board elections are coming in September.

Review the current candidate nominations and corresponding biographical details.

See pages 3 and 4.

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

Chapter Members and Guests,

It is hard to believe that it is already the end of August and summer will soon turn into fall and then well, we will not talk about what comes after fall. I thought I would give a reminder for those who like to plan ahead that there are only 120 Days, 2 Hours, and 29 Minutes left until December 25th at the time of writing this letter and even less by the time you read it.



We have some great programs lined up for the remainder of the year including a local favorite, Doug Williams, and special out of town speaker from the Hegele Academy (<http://www.hegele.com/>) in Saint Paul Minnesota, Steve Hegele. Here is a complete list of the remaining programs for 2007.

- September – “Starting with a Healthy Project Plan” by Doug Williams, PMP
- October – “Communicating for Success in a Global Environment” by Jim Hummer
- November – “Energizing Critical Relationships” by Steve Hegele
- December – “Promise Based Management” by Nick Hoefler

These monthly meetings are a great opportunity to pick up a few PDUs for those with their PMP expiring at the end of 2007 or just attend a really good presentation related to Project Management. Do none of these topics interest you but have an idea for one that would, please send an email to [programs@pmieasterniowa.org](mailto:programs@pmieasterniowa.org). We are always looking for ideas on topics and speakers.

In addition to the monthly meetings we also have 4 professional development opportunities lined up during the remained of the year. Here is a complete list of the remaining chapter sponsored professional development courses for 2007.

- September – Six Sigma Project Quality Management
- October – Project Procurement and Vendor Management
- November – Introduction to Project Management
- December – Introduction to Program Management

Each of these classes is taught by Jamie Northrup, PMP. The courses are held at Kirkwood and are all worth 4 PDUs. Details on the course can be found on our website at: <http://www.pmieasterniowa.org/courses.htm>

I hope that each one of you finds value in attending at least one of these offerings during the remainder of 2007.

Darin Hart, PMP, 2007 President, PMI Eastern Iowa Chapter

## September 10th Deadline for Fall Shirt Orders!

The first order for chapter-branded shirts will be placed with our vendor on September 14, 2007. Shirt Order Forms and payment by personal check must be received at the chapter this week to be included. Order forms are available in our newsletter. The order form 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 also 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**

Mail your order with payment to the chapter as indicated on the form or hand deliver to our next chapter meeting, September 11th.

Please email any questions to Jim Nicoll at [certification@pmieasterniowa.org](mailto:certification@pmieasterniowa.org)



## PMI Eastern Iowa Chapter - 2008 BOD Candidates

### President - Darin Hart, PMP®

Darin Hart is PMP® and ITIL Foundations certified with over 15 years of Information Technology experience in Project Management, Application Development and Architecture, and Quality Assurance Testing in the following industries: Telecommunications, Energy, Insurance, Hospitality, Engineering & Construction, Manufacturing, and Healthcare. Over 14 years of this time has been with Perot Systems Corporation and 13 of those years in Cedar Rapids, IA.

Darin's current role is as a Program Manager for the Enterprise Portal Program at Catholic Healthcare West within Perot Systems' healthcare industry group. He has responsibilities for enhancements to the existing portal views as well as development of the new Patient View.

Darin is also enrolled in the University of Iowa's MBA-PM program with a focus in the Finance arena and anticipates completion of his MBA in January 2008.

His goals as President for 2008 are to continue to implement the initiatives that he started in 2007 and provide overall leadership to the Board of Directors as well as the entire chapter. He originally joined the chapter in 1997, has been a board member for the past 4 years with the last year serving as President. This experience will help him lead the Eastern Iowa Chapter in 2008.

### VP Finance - Paddy Puthige, PMP®

Paddy Puthige has over 14 years of experience in Information Technology including Project Management. Currently Paddy is an IT Project manager at Rockwell Collins in Cedar Rapids. Paddy has worked for Pearson Educational Measurement and MCI. Paddy is living in the Cedar Rapids area since 1996. Paddy has an engineering degree (Computer Science and Engineering) and a MBA from the University of Iowa.

Paddy has received a Project Management Professional (PMP®) certification from the Project Management Institute (PMI) in 2002. In addition to his involvement with the local PMI chapter, Paddy is part of core team for PDS'07 organized by PMI ISSIG in Scottsdale, Arizona. More than 200 participants attended leadership and project management seminars and training sessions.

As VP of Finance, Paddy's goals for 2008 will be to provide support with budgeting, tracking and controlling chapter finances as per the strategic directions of the chapter. Paddy would also provide support on a monthly basis to support the accounting needs of the chapter.

### VP Outreach - David Tominsky

David Tominsky has 8 years of experience in the technology execution business. He is currently employed at TEKsystems, one of the nation's largest single source providers of information technology and communications staffing and services, and a provider of more than 20,000 professionals to client locations every day. As an Account Manager at TEKsystems, David's responsibilities include business development for staffing services, component services, workforce management services, and education services.

Over the past year, David has enjoyed working with Dale Moore, current VP of Outreach, and the rest of the Outreach Committee in the capacity of Director, Corporate Outreach. Under Dale's leadership, the committee has identified several key opportunities that involve corporate, university, community, and individual outreach. If elected as the 2008 VP of Outreach, David expects to build upon the foundation set by the committee to extend our chapter's reach to area employers and organizations, individuals, and academic institutions to inform our community about the benefits of PMI and the chapter.

**Note: Voting instructions are made available through email to chapter members in good standing.**

## PMI Eastern Iowa Chapter - 2008 BOD Candidates (continued from page 3)

### VP Operations - Bhaskar Pulikal, PMP®

Bhaskar Pulikal has more than 20 years of experience in IT and Project Management in Banking, Finance and Telecommunication areas. Bhaskar started his career with a Management role in Reserve Bank of India and has worked in senior positions for over 15 years. For the last 9 years he has been working for Verizon Business (formerly MCI). He is a Senior Project Manager for large IT projects that address the billing needs of Fortune 100 companies served by Verizon Business.

Bhaskar did his Masters in Indian Institute for Technology. He started his pursuit of MBA degree with University of Cincinnati and completed it by graduating from University of Iowa in 2002. He has certifications in Project Management (PMP) and also in Information Systems Audit (CISA).

Bhaskar had served the Chapter as Director of Logistics and Individual Outreach. He wants to continue the excellent precedents set by the current and past Board members. His goal for the next year is to make the operations oriented towards the service of members and make the chapter meetings an event to look forward to.

### VP Communications and Publicity - Sandy Spengler

Sandy Spengler is the Senior Project Analyst with Noel Levitz, Inc. filling the roles of both SharePoint Administrator and Vision Administration. Vision is an integrated CRM, Proposal writer, and Project based Accounting application. In her past 10 years with Noel Levitz, Inc. she created a CRM system from scratch for use by the sales and marketing divisions; helped create, support, and enhance the in house Event Management application, which is used for over 35 events each year; and was the lead project manager on the Vision implementation. Most recently Sandy helped develop and test the integration of the Noel Levitz, Inc. website to both the Event Management application and Vision.

Sandy graduated from The University of Iowa with a BA in Marketing and a minor in Communications. Past jobs have included the role of Controller for 12 years and as Network Administrator for 2 years.

Sandy's goal as VP of Communications and Publicity is to provide informative and timely communication via our newsletter and other tools to current chapter members and to find ways to generate PMI chapter awareness and understanding among the general public. Additionally Sandy hopes to use her past CRM and event management experience to help test and implement the chapters new Online Event Registration and Membership Management Software.

Currently Sandy is the Director of Technologies for the PMI Eastern Iowa Chapter.

### VP Education - Jennifer Ruppert, PMP®

Jennifer Ruppert has 15 years of programming experience and participated in the planning and execution of system conversions prior to her project management experience. Jennifer is currently the Systems Manager at Aegon in the Extraordinary Markets Division. Prior to this, she was a Senior Integration Management Coordinator at Aegon. Jennifer also worked as a Senior Project Manager at Fiserv Insurance Solutions for 7 years managing multi-million dollar system implementations for insurance companies primarily located on the east coast.

Jennifer is currently the VP of Education for the PMI Eastern Iowa Chapter and also served as the Director of Programs in 2006. Her goal for this position is to help organize a Professional Development Day for the chapter and surrounding chapters. She will also work with the Director of Programs, Director of Professional Development, and surrounding chapters to help secure speakers and provide additional training opportunities that are of interest to our chapter members.

Jennifer received her PMP® in June of 2004.

**Note: Voting instructions are made available through email to chapter members in good standing.**

## 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 Professional Development, currently staffed by Barry Ehrig, PMP.

The primary responsibility for the Director of Professional Development is recommending, planning, and implementing professional training and development opportunities for Chapter members and guests. This effort includes the tasks listed below.

- Develop and maintain the list of training courses offered each calendar year. This final list is determined from contributions from the chapter membership, the chapter leadership team, and recommendations from our training partners.
- Identify and maintain a list of our preferred training partners and their courses.
- Work with training partner(s) to schedule our chapter sponsored training courses.
- Provide training course communication information including class flyer distribution, newsletter form updates and website course details.
- Coordinate overall course management including class registration and confirmations, attendance tracking, course fee processing and expense payment processing (with help from the VP of Finance).
- Work with the Director of Logistics as necessary to secure training facilities.
- Working with VP of Finance, provide an annual recap of the training courses offered, attendees, and revenue and expenses.

The director is also responsible for the Chapter Training policy. This work includes the overall review and update, no less than annually, the chapter training policies & procedures document.

We welcome your professional development ideas, suggestions, questions or comments, and especially for new course topics. Direct these by email to Barry at [professional@pmieasterniowa.org](mailto:professional@pmieasterniowa.org).

## Kansas City Mid-America PMI Chapter - PDD September 10&11 2007

The 6th annual "Professional Development Days" is being planned by the PMI Kansas City Mid-America chapter. A wide array of professional development opportunities from traditional lecture-type training to workshops with exercises to networking opportunities with other project managers is offered. The event represents sixteen exciting speakers and thirty interactive workshops over two days in September. Fourteen PDUs are available for any PMPs attending the entire conference. The 2007 KC-PMI Professional Development Days web site is now up: <http://www.kcpmichapter.org/pdd07.html>.

## Important Notice To Our Chapter Members

**We need your help today with ensuring your personal member contact details are up to date!**

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. If you have not done so for a while, update this data within the [www.pmi.org](http://www.pmi.org) members' area.

To do this, click over to the [www.pmi.org](http://www.pmi.org) site. On the main page, click the "Secure Sign In" button if you have an on-line account or the "Register Now" link if you need to set up an on-line account. Once logged in, click the "My PMI" upper tab item to see all the options for updating your personal contact data. Use the "My PMI" selection box on the left to choose what needs to be reviewed and updated.

**Remember: If you are (or intend on) using msn or hotmail for your PMI registered email address, we need for you to choose another email provider. These two providers are troublesome within our chapter email system because of all the SPAM problems.**



## Chapter Meeting Program Recap - August 14, 2007

**Program:** "What your project team ISN'T telling: asking the right questions to get the right answers" by Timothy Johnson

Timothy provided the chapter meeting with an excellent topic overview. Timothy pointed out the warning signs of poor project management (and poor communication), and how to ask the right questions (and follow-up questions) to obtain the information needed to truly manage a project's progress.




Attendance: 62

Guests: 06

Walk-ins: 08

No Shows: 12

## Chapter Meetings Schedule (subject to change)

	Date and Time	Location	Topic and Presenter
	September 11 5:45 - 8:00 PM	Holiday Inn Hotel and Conference Center, 1220 First Avenue, Coralville	"Starting with a Healthy Project Plan" by Doug Williams
	October 16 7:30 - 9:00 AM	TBD, Cedar Rapids	"Communicating for Success in a Global Environment" by Jim Hummer
	November 13 5:45 - 8:00 PM	TBD, Cedar Rapids	"Energizing Critical Relationships" by Steve Hegele

## 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:

- PMI's Project Management Professional (PMP®) credential program earns ISO accreditation.
- PMI launches career framework for practitioners
- PMI hosts SeminarsWorld® in Memphis, TN, USA. 23-24 October
- PMI launches career framework for organizations
- New surveys have been posted! Take an active role in improving the profession by completing open surveys
- PMI's Race to 250,000 Members

**Did you know that you can renew your membership on-line?** Renew your membership on-line today at [www.pmi.org](http://www.pmi.org) by purchasing a membership renewal from the Marketplace pages of the PMI website. This shopping cart approach to membership renewals allows our chapter members to click through the renewal process for both the PMI global and the chapter memberships.

**Do you feel like your project management career track is paused?** Check out the varied career resources made available to you as a member at the Career Development pages on [www.pmi.org](http://www.pmi.org). Registered members can gain access to one or more of the following: Certification & Credentials, Training & Events, PMI-approved Training Providers, Career Framework for Practitioners, and the Job Posting Site. Register and log in today to see more.

## Membership Update

**Help us keep above 300 by asking just one friend to become a new member this month.**

The PMI Eastern Iowa Chapter membership stands at **277**, with **140 PMP®s**.

Listed below are the top 5 companies according to membership counts.

Rank	Company	Member Count	PMP Count
1	Pearson	87	50
2	Rockwell Collins	20	10
3	Vangent, Inc.	17	13
4	Intermec Technologies Corporation	16	9
5	Aegon USA	13	3

### New PMP®s:

Congratulations to Joseph House, Schneider Electric.

### New Members:

Welcome to Angie Winkler, Geonetric.

### Welcome Back:

Brian McClain, RSM McGladrey.

### 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).

## Membership Notices

### Chapter's Attendance Policy

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. We are also enforcing the meetings no-show policy for those that submit a RSVP. Once you send a RSVP, cancellations **must** be sent and received prior to the cancellation date and time indicated in the meeting notice in order to avoid being invoiced for the meeting.

### Remember To Register Your PDUs

Now that the calendar year 2007 is over the half way done point, our chapter members should review and register eligible PDUs at the [www.pmi.org](http://www.pmi.org) website. The Continuing Certification Requirements (CCR) program rules and PDU on-line registration forms can be found in the Career Development pages of the [www.pmi.org](http://www.pmi.org) website.

### Earning PDUs In 2007

There are many ways in 2007 to earn PDUs to maintain a PMI certification. Attend one or more of our monthly chapter meetings. Sign up and attend one or more of the training opportunities listed in our newsletter each month. Become a PMI global or chapter volunteer. Sign up to give a chapter meeting presentation about your favorite project management topic. See the CCR program manual or contact a chapter board member for many more ideas.

## 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
09/17/07	5-9 pm	C100-3300	125 PMI Member 150 Non-Member	4	Kirkwood	Six Sigma Project Quality Management
10/15/07	5-9 pm	C100-3400	125 PMI Member 150 Non-Member	4	Kirkwood	Project Procurement and Vendor Management
11/19/07	5-9 pm	C100-3500	125 PMI Member 150 Non-Member	4	Kirkwood	Introduction to Project Management

Send questions to [professional@pmiasterniowa.org](mailto: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
09/11/07	1161-TN070100	7	Web workshop at your desk	Working Smart with Lotus Notes
09/20/07	1161-TN060100	7	Web workshop at your desk	Working Smart with Microsoft Outlook
10/11/07	1161-TN060100	7	Cedar Rapids, IA	Working Smart with Microsoft Outlook
10/23/07 - 10/25/07	1161-PMB00020	21	Cedar Rapids, IA	Project management breakthroughs
10/26/06	1161-TN061161	7	Cedar Rapids, IA	Working smart with MS Project
11/02/07	1161-TN070100	7	Web workshop at your desk	Working Smart with Lotus Notes

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
09/18/07	6.5	New Horizons	Microsoft Project 2003 – L1
09/19/07	6.5	New Horizons	Microsoft Project 2003 – L2
10/02/07	6.5	New Horizons	Microsoft Project 2003 – L1
10/02/07	6.5	New Horizons	Microsoft Project 2007 – L1
10/03/07	6.5	New Horizons	Microsoft Project 2003 – L2
10/03/07	6.5	New Horizons	Microsoft Project 2007 – L2

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	<b>Open</b>	atlarge@pmieasterniowa.org
Director of Certifications	Jim Nicoll, PMP	certification@pmieasterniowa.org
Director of Corporate Outreach	David S Tominsky	corpoutreach@pmieasterniowa.org
Director of Individual Outreach	Bhaskar Pulikal, PMP	indoutreach@pmieasterniowa.org
Director of University Outreach	George Hollins, PMP	unioutreach@pmieasterniowa.org
Director of Logistics	Steve Sawyer, PMP	logistics@pmieasterniowa.org
Director of Marketing	Jamie Winders	marketing@pmieasterniowa.org
Director of Member Relations	Glenda Dixon, PMP	membership@pmieasterniowa.org
Director of Newsletter	<b>Open</b>	newsletter@pmieasterniowa.org
Director of Professional Development	Barry Ehrig, PMP	professional@pmieasterniowa.org
Director of Programs	Tammy Sweat, PMP	programs@pmieasterniowa.org
Director of Technology	Sandra Spengler	technology@pmieasterniowa.org
Director of Volunteers	Angie Zimmerman, PMP	volunteers@pmieasterniowa.org
Director of Website	Brian Tompkins	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	No longer active— send to communications
Chapter Website Administrator	Webmaster	webmaster@pmieasterniowa.org

## ***PDU University Series***

(Course Value: 4 PDUs)

## ***Six Sigma***

## ***Project Quality Management***

### **Course Description:**

This course empowers project managers to become project quality management leaders in their organizations. It gives them the tools they need to effectively manage project quality from the onset of the project. Participants will learn to employ tools from the “Six Sigma Toolbox” like histograms, fishbone diagrams, SPC charts, etc. They will learn to plan for early project defect detection and employ strategies, tools, and techniques for conducting work product Peer Reviews. Included in the course are a number of real world exercises that take you from defect identification, rework, and closeout, to defect prevention. Participants will practice a proactive approach to quality management. In this class participants will learn:

- World class tools used in project quality management
- Proactive planning for project and product quality
- Develop Six Sigma Quality measures for the 9 Project Management Knowledge areas (scope, cost, risk, etc.)
- Employ “Six Sigma Toolbox” tools like histograms, fishbone diagrams, SPC charts, etc.
- Provide organizational project overviews for quality expectation communication
- Conduct work product peer reviews and quality audits
- Rework project management processes (and the product) based on quality findings
- Learn best practices for project defect prevention

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

September 17 (5:00pm – 9:00pm)  
Kirkwood Community College  
Nielson Hall Room 212  
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 September 17 “Six Sigma Project Quality Management” 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.

### **Registration:**

To register follow this link <https://www.123signup.com/register?id=xsryb>. Upon completion of the registration you will be sent a confirmation email.

Registration for this class must be submitted by COB September 10, 2007.

If you elect to make payment by check, please make checks payable to: PMI, Eastern Iowa Chapter. Bring the check to the class and present to the instructor prior to the start of the class.

Please forward any questions or concerns to [professional@pmieasterniowa.org](mailto:professional@pmieasterniowa.org).

**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**