



Building professionalism in project management.™

Project Management Institute
Eastern Iowa Chapter

100's NUGGET

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P.O. Box 1811
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May brings...



**Flowering skills
of Project
Management!!!**

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Our Next Chapter Meeting - May 13th

This month's chapter meeting will be held on Tuesday, May 13th, 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 program for May 13th is a presentation entitled "**Lean Project Management**", presented by Jamie Northrup. This will be an overview of the class that Jamie teaches at Kirkwood Community College.

About the Speaker:

Jamie Northrup, PMP, is the principal consultant with **Triple Constraint®**, Inc. He is a former US Army Officer and has served as a Sr. Manager, Program Manager, and Project Manager in the Aerospace Engineering, Telecommunications, and Academic Industries. A graduate of the University of Iowa, Jamie holds a degree in Management Information Systems. He is certified as a PMP through the Project Management Institute and 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.

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 / Discussion
8:40 - 9:00 Final announcements and wrap-up

Our Menu (subject to change):

- English Muffin Sandwich w Eggs and Bacon
- Fresh Fruit
- Regular / Decaf Coffee / Hot Tea
- Milk

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 not done so already, please RSVP no later than May 8th to programregistration@pmieasterniowa.org. Once you send a RSVP, cancellations **must** be received by **noon**, Monday, March 12th to avoid your being invoiced as a no-show for this chapter event.

Muthuraman M, PMP, Director of Logistics
PMI Eastern Iowa Chapter

President's Corner - by Darin Hart, PMP

This month's article is a recap of "What to Do When Preparing a Project Schedule" by Joe Lukas that appeared in the April 25th PMI Community Post. This article is timely as the new PMI Scheduling Professional (PMI-SP) credential will be unveiled May 4-7th at the PMI College of Scheduling Conference.

To prepare a correct schedule Joe believes that you must understand the Critical Path Method (CPM) and use both a Forward and Backward Pass. This process helps you determine the real duration, critical path, and total and free float. The article also lists 5 key things to do when preparing your next project schedule:

- Use correct logic: ensure you understand logic like start-to-start with lag and finish-to-finish with lag before using them
- Use a contingency: don't forget to include project schedule contingency before the project complete milestone
- Use Project Start and Complete milestones: use Project Start and Project Complete milestone as the first and last tasks to allow for easy project task linking
- Use fixed duration task type: fixed duration task type should be used in most cases
- Use the header, footer and legend: include items like project title, page number, update date and person, and revision number to help avoid frustration by those viewing the schedule

The article recommends using fixed duration tasks in almost all cases however this is one area where I do not necessarily agree. Although we are often tempted to do this you must understand the ramifications this has later on as you work your schedule.

Darin A. Hart, PMP, President

Membership Call For Volunteers

Eastern Iowa PMI Chapter Members-

We are in desperate need of a couple key director positions in the chapter. We need to get these positions filled by the end of April, to ensure the chapter can continue meet its goals for the coming year.

The first position we are looking for is a **Director of the Website**. The Director of Website's primary responsibility is to maintain the chapter's email, SharePoint, and website systems. This person would ideally have front page experience.

The second position we are looking to fill is the **Director of Marketing**. The Director is responsible for managing and coordinating all "outward facing" marketing related activities for the chapter. This year the chapter is sponsoring a professional development day and this individual would be responsible for the marketing associated with this event.

Volunteering is a great way to network, meet great people and build up your resume. I have attached a job description for each position.

Please send an email to volunteers@pmieasterniowa.org if you are interested in filling the position or have any additional questions.

Thanks!

Chapter Meeting Program Recap - April 8th, 2007

The April 8th meeting was held at the ACT Dining and Conference Center in Iowa City. Nick Hoefer, IT Assistant Vice President at ACT, presented, "Promise Based Management". Nick discussed that broken or poorly fashioned promises cause many of the problems facing projects and organizations.

Special thanks to ACT for hosting the meeting!




Nick Hoefer, ACT

Darin Hart, PMI Eastern Iowa President

Chapter e-Mails

Chapter emails are still being **rejected** by Yahoo and Hotmail as potential spam. Members who are using Hotmail or Yahoo accounts as their primary email address will not receive emails from the chapter. At this time, we do not believe that adding pmieasterniowa.org to safe lists will solve the problem. Members are encouraged to provide an alternate address, or routinely check the chapter web site for meeting announcements and professional development events.

Chapter Meetings Schedule (subject to change)



Date and Time	Location	Topic and Presenter
May 13, 2008	Clarion Hotel & Convention Center, 525 33rd Ave SW, Cedar Rapids	"Lean Project Management" by Jamie Northrup
June 10, 2008	Clarion Hotel & Convention Center, 525 33rd Ave SW, Cedar Rapids	"Earned Value" by Paul Postler
July 8, 2008	Clarion Hotel & Convention Center, 525 33rd Ave SW, Cedar Rapids	"Leadership Skills" by Janet Godwin

Membership Update - Remember to send in your membership renewals, either through mail or online.

The PMI Eastern Iowa Chapter membership stands at **277**, with **144 PMP®s** and **1 CAPM®**.

New PMP®s

N/A

New Members

Welcome - Dania Ajam, ACT; John Anderson, Pearson; Carol Brown, Vangent; Heather Clements, Susan Cummings, Genova Technologies; Reed Fisher; Stephen George; Ross Holstein, Pearson; Peter Iversen; Kerri Nash, Vangent; Carlos Rondon, P.E.; Dawn Rowe-Morling, PMP; and Hollie Trenary.

Welcome Back

Ron Lower, PMP, Pearson

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.

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

Rank	Company	Member Count	PMP Count
1	Pearson	74	44
2	Vangent, Inc.	20	12
3	Rockwell Collins	19	10
4	Intermec Technologies Corporation	14	9
5	ACT	11	6

Certification Tips - Does Activity xxx Qualify for Recertification PDUs?

In order to test a Project Management activity as a qualified PDU (Professional Development Unit), try this procedure: Read down the five PDU categories (listed below) in the PMI [Continuing Certification Requirements \(CCR\) Handbook](#) to first eliminate categories that are definitely not eligible for the activity being "tested".

Next review in detail the remaining category(ies):

- review once to identify specifically what criteria does qualify this activity as a PDU.
- then review again to test what criteria does not qualify this activity as a PDU.

Finally, record/document this information, since it now becomes justification for claiming the PDUs during any future PDU audit.

In summary, the PDU system is setup similar to filing an IRS tax return. PMPs are provided the written rules and must submit PDU claims for recertification based on the published PDU qualifications. Then PMPs must maintain documentation to defend their PDUs submittal in the event of a future PDU audit. So common sense would say, "try to claim more PDUs than needed", just in case!

Summarized below are the five categories with some key criteria underlined. However, please see the [Continuing Certification Requirements \(CCR\) Handbook](#) for the complete details of each category.

Category 1: Formal Academic Education

PDUs may be earned by completing an academic course after earning a PMI credential. Courses must be offered for degree credit and be related to project and/or program management. One (1) hour of degree credit in a typical 15-week semester earns 15 PDUs. One (1) quarter semester hour (10 weeks) earns 10 PDUs. When only a portion of a course relates to project management, PDUs are calculated on a percentage of the overall curriculum focused on project and/or program management. Each course must be submitted on a separate CCR Activity Reporting Form. PMI does not recognize entire degree programs for PDU credits, only individual courses.

Category 2: Professional Activities and Self-directed Learning (SDL)

A predetermined number of PDUs may be earned by participating in specified professional activities. Use the Guide to Category 2 Activities Table in the CCR Handbook to determine PDUs in this category.

Category 3: PMI Registered Education Providers/PMI Components

PDUs may be earned by attending educational programs offered by organizations registered with PMI and designated as PMI Registered Education Providers (R.E.P.s) or PMI Components (Chapters). These providers adhere to quality criteria established by PMI and are solely authorized to issue PDU certificates to attendees. R.E.P.s can be identified by their PMI REP logo as shown:

Examples include schools, consultants, corporate training departments, professional associations, government agencies and PMI Chapters and Specific Interest Groups (SIGs). A searchable database of registered providers and the programs they offer is posted on the PMI website.

Category 4: Other Provider

Contact hours of project/program management education may be earned by attending relevant educational programs offered by organizations not registered with PMI. To calculate the number of PDUs earned, use the following formula: one (1) contact hour of learning relevant to project management within a structured activity or course equals one (1) PDU.

Category 5: Volunteer Service to Professional or Community Organizations

A maximum of 20 PDUs may be earned per cycle through professional service to a project management organization or by providing noncompensated project/program management services to nonemployer or nonclient customer groups. The volunteer services must meet the definition of a project as outlined in the PMBOK Guide® – Third Edition, Section 1.2.1 "A temporary endeavor undertaken to create a unique product, service or result." Temporary means that every project has a definite beginning and a definite end.

Chapter Sponsored Professional Development (subject to change)

The following chapter sponsored professional development opportunities are available.

Date	Time	Cost	PDU's	Location	Title
05/19/08	5-9 pm	125 PMI Member 150 Non-Member	4	Kirkwood	Lean Project Management
6/30/08	On-Line	\$3,940.00	20	Kirkwood	PM Master's Certificate Program

Note that these chapter sponsored courses are being offered from a non-REP (Registered Educational Provider). PDU's are earned based on the category 4 description maintained within the CCR program manual.

Send Chapter Sponsored Professional Development questions and ideas to professional@pmieasterniowa.org.

Priority Management Training Schedule (subject to change)

The following Priority Management sponsored professional development opportunities are available. Please find more details at http://www.prioritymanagement.com/rsmith/workshop_schedule/ or send questions to rsmith@prioritymanagement.com.

Date	Course ID	PDU's	Location	Title
05/22/08	1161-TN060100	7	Web workshop at your desk	Working Smart with Microsoft Outlook
06/19/08	1161-TN060100	7	Web workshop at your desk	Working Smart with Microsoft Outlook
06/19/08	1161-TN070100	7	Web workshop at your desk	Working Smart with LotusNotes
07/22/08	1161-TN060100	7	Web workshop at your desk	Working Smart with Microsoft Outlook

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
06/26/08	7	New Horizons	Project 2003
08/23/08	7	New Horizons	Project 2003
08/18/08	40	New Horizons	PMP Exam Prep

Visit www.newhorizonscr.com, email events.cedarrapids@newhorizons.com, or call 319-294-9035.

PMI - Eastern Iowa Chapter Contacts

2008 Board of Directors

President	Darin Hart, PMP	president@pmieasterniowa.org
VP of Communications and Publicity	Sandra Spengler	communications@pmieasterniowa.org
VP of Education	Jennifer Ruppert, PMP	education@pmieasterniowa.org
VP of Finance	Paddy Puthige, PMP	financial@pmieasterniowa.org
VP of Operations	Bhaskar Pulikal, PMP	operations@pmieasterniowa.org
VP of Outreach	David S Tominsky	outreach@pmieasterniowa.org
Past President	Bob Sanders, PMP	pastpresident@pmieasterniowa.org

2008 Directors

Director At-Large	Thom Lusardi, PMP	atlarge@pmieasterniowa.org
Director of Certifications	Jim Nicoll, PMP	certification@pmieasterniowa.org
Director of Corporate Outreach	Steve Sawyer, PMP	corpoutreach@pmieasterniowa.org
Director of Individual Outreach	Ray Kratville	indoutreach@pmieasterniowa.org
Director of University Outreach	Lisa Howard, PMP	unioutreach@pmieasterniowa.org
Director of Logistics	Muthuraman M, PMP	logistics@pmieasterniowa.org
Director of Marketing	Open	marketing@pmieasterniowa.org
Director of Member Relations	Glenda Dixon, PMP	membership@pmieasterniowa.org
Director of Newsletter	Tammy Sweat, PMP	newsletter@pmieasterniowa.org
Director of Professional Development	Barry Ehrig, PMP	professional@pmieasterniowa.org
Director of Programs	Suzanne Prymek, PMP	programs@pmieasterniowa.org
Director of Technology	Open	technology@pmieasterniowa.org
Director of Volunteers	Angie Zimmerman, PMP	volunteers@pmieasterniowa.org
Director of Website	Terry Silberger	website@pmieasterniowa.org

Other Contacts

Chapter Monthly Program Registration	Program Registration	programregistration@pmieasterniowa.org
Chapter Training Registration	Training Registration	Email replaced with online registration.
Chapter Website Administrator	Webmaster	Contact Director of Website instead.



Course Description:

Lean Project Management: Lean project management is aimed at the elimination of waste in every area of project management including communications, scope, procurement, and execution of projects. This workshop shows how the proper application of lean principles to project management will result in the successful planning, execution, and delivery of projects. Lean project management helps organizations deliver top quality projects in the most efficient manner possible. Participants will learn to develop an effective project management system in order to facilitate this goal. A project management system is comprised of people, process, and technology. This workshop helps participants understand conventional project delivery systems (people, process, and technology) and augment them to deliver “fat” results! The topics covered in “Lean Project Management” are as follows:

- Eliminate waste in every area of project management
- Expend less human effort, inventory, and time in delivering projects
- Be highly responsive to customer demand while delivering top quality projects
- Use lean principles in project management to successfully plan, execute, and deliver projects
- Develop a lean project management system for the organization

Learning Objectives: Become a “Lean” project manager. Though a series of helpful “hands on” labs and case studies, participants will gain insights into how to create a lean project management organization. Attendees who are Project Management Professionals (PMP) will receive 4 Professional Development Unit credits with the PMI under category 4.

Course Date & Location:

May 19 (5:00pm – 9:00pm)
Kirkwood Community College
Nielsen Hall Room 115
6301 Kirkwood Blvd. SW
Cedar Rapids, Iowa 52406

Instructor:

Jamie Northrup, PMP is the Principal Consultant with Triple Constraint, Inc. A graduate of the University of Iowa, Jamie holds a BA Degree in Business Administration: Management Information Systems. He is certified as a PMP through the Project Management Institute, and is trained in CMMI through the Software Engineering Institute at Carnegie Mellon University. Jamie also teaches technology classes as an adjunct professor with Kirkwood Community College.

Cost:

The cost of the May 19 “**Lean Project 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=tjvng>. Upon completion of the registration you will be sent a confirmation email. Registration for this class must be submitted by **COB May 12, 2008**.

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@pmiasterniowa.org.