



Building professionalism in project management.™

Project Management Institute
Eastern Iowa Chapter

100's NUGGET

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November 2010

P.O. Box 1811
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November



**Be thankful
for small things**

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Rule 1: Don't lose money.
Rule 2: Don't forget Rule 1

Warren Buffett

Our Next Chapter Meeting - November 9, 2010

The next PMI breakfast meeting will be held on **Tuesday, November 9th, 2010 from 7:15 a.m. to 9:00 a.m. at the Clarion Hotels and Convention Center, 525, 33rd Avenue, Cedar Rapids SW.** The Clarion Hotel and Convention Center phone number is **(319) 366-8671**.

PROGRAM: "Earned Value Management System (EVMS) How Can It Help You On Your Projects?" presented by Sung Soon Stultz.

ABOUT THE PROGRAM:

Have you ever had projects that were over budget or behind schedule or both? Does the impact of being over budget or behind schedule impact your future contract awards, future of your business, or the future of your job? This presentation will cover Earned Value at a high level. The objective of the presentation is to get you interested enough such that you will delve more into this subject area and then implement them into your project management disciplines

ABOUT THE SPEAKER:

Sung Soon Stultz joined Rockwell Collins in 1979 and is the Director of Lean Electronics, Proposal Cost and Program Planning and Control (PP&C) for the Government Systems Business Unit of Rockwell Collins, Inc. Ms. Stultz received a Bachelor of Science degree in Systems, Science and Mathematics from Washington University in St. Louis and a Master of Business Administration from University of Iowa.

Cost: Chapter Members, \$10; Guests, \$15

RSVP: Please confirm no later than **Thursday, November 4th**, to programregistration@pmieasterniowa.org; use **NOVEMBER REGISTRATION** in the subject line. Cancellations must be received by COB, Friday, November 5th to avoid being charged as a no-show for this chapter event.

Program Schedule:

7:15 - 7:30	Registration, breakfast, and networking
7:30 - 7:40	Ice Breaker
7:40 - 7:50	Felicitation of Dakota Prymek - Winner of 1st Scholarship of PMI Eastern Iowa with PMIEF
7:50 - 7:55	Opening by Chapter President / Chapter Officers
7:55 - 8:45	Presentation / Discussion
8:45 - 9:00	Final announcements and wrap-up

Buffet Breakfast Menu (subject to change):

French toast w/ maple syrup and whipped butter / Golden scrambled eggs w/ Cheddar cheese/ Fresh fruit / Regular / Decaf Coffee/ Hot Tea

Up in the Air



Ask any pilot and he will say that the heaviest workload of the crew, barring any mid-air emergency, is during takeoff and landing. More so during the landing stage since multiple things need to occur. You are trying to find the airport, descending, maintaining height and speed per Air Traffic Control orders, ensuring situational awareness, and let's not forget the landing gear! So it is not surprising that when you finally land (with or without the bounce) there is a sense of accomplishment. After all, it is said in aviation circles that the number of takeoffs should always equal the number of landings!

Which is why, nothing beats the 'cloud nine' feeling at the successful conclusion of a very challenging task. Part of the 'high', I believe, comes from the sense of anticipation of a really bumpy landing. Not to mention the feeling of being on solid ground once you land. Recently, the Chapter had a similar experience as part of coordinating the 3rd EI PDD which took place on October 21. There is plenty more said elsewhere in this newsletter about it so I will not dwell on it much in this article, but suffice to say that initial feedback indicates it as a success. Of course that is all relative, which is precisely why the Leadership team is waiting, with a sense of eager anticipation, your feedback. Having been associated with all the PDDs held so far, I realize the power of feedback to crystallize the lessons learned which then go towards making the next PDD even more successful.

Past feedback about the PDD events and the "Lessons Learned" have really helped us improve this annual event year after year. We advertised it heavily by running a slide show, announced it in every newsletter since July, plugged it at every Chapter meeting, associated PDD related trivia during the 'Fun Night', sent e-mails, highlighted it on our website, engaged and talked to active people in the Chapter to spread the word, promoted it via Linked-in etc. However, if the feedback is that the event is still news to some members, then clearly there is some more work to be done. We tried a different recipe for the PDD and ventured into slightly uncharted territory by holding a dual track for the first time and it was well received. It is said that those who forget the mistakes of history are doomed to repeat them, which is why the Leadership team does a reasonable exercise of risk management while trying out new things. So far these steps have helped us to avoid mistakes when we didn't have any history to go on. Nothing new just good ole' fashioned Project Management principles being applied.

In keeping with aircrew analogy, landing a plane is not a solo effort (well you could argue if you were flying alone you could be, but you get the idea) and takes a team to accomplish. Imagine your average plane coming into land without the cabin crew collecting the service items or having everyone buckled up or the cockpit crew forgetting to lower the landing gear. Ouch! Well, the same could be same about all the Chapter volunteers that made the PDD a success with their time, energy and above all their commitment.

I guess, what I am trying to say is "Thank You" for making the last PDD a great success. Please spare a few minutes to provide your feedback so that we can make next year's event even bigger and better. We'd rather not land with bump and retain that cloud nine feeling a little bit longer, but feel free to keep us tethered to reality so that we don't lose the primary focus of serving the members of our Chapter.

Finally, please remember that the November meeting will be the last Chapter meeting for 2010 and will serve as a perfect time to wish you all the Best for the Holiday season and New Year – in person. I look forward to meeting you all at the meeting remembering also that this will be the last meeting for me as President of your Chapter. What a ride!

Bhaskar Pulikal PMP®

President



Your 2011 Leadership Team



President - Tammy Sweat, MSPM, PMP®

Tammy received her BA in Computer Science from the University of Iowa, a Master of Science degree in Project Management from the University of Wisconsin in 2006, her PMP® certification in 2001 and an ITIL foundation certificate in 2007. Tammy has been a PMI and Eastern Iowa Chapter member since 2001. She has served two years as VP of Communications and Publicity. She also served as the Director of Programs in 2007 and the Director of Newsletter in 2008 and 2009. Tammy also serves on the University of Iowa Parent's Board.

Vice President –Operations, Carol Sherrman, PMP®

Carol received her bachelor's degree in finance from the University of Texas at Arlington and her master's degree in business administration from the University of Dubuque. Carol received her Project Management Professional (PMP) certification in March 2009.

Carol has been a PMI and Eastern Iowa Chapter member since 2009. Carol previously served as the chapter's Director of Professional Development, and is the current VP of Operations.



Vice President - Outreach, Suzanne Prymek, PMP®

Suzanne received her Bachelor's of Science in Business from Mount Mercy College in 2006 and her PMP® from the Project Management Institute (PMI) in August of 2005 and a Yellow Belt in Six Sigma from the University of Wisconsin in October 2007.

Suzanne has been a PMI and Eastern Iowa Chapter member since 2002. She has served as VP of Education for the past 2 years. She also served as the Director of Programs in 2008.

Vice President – Education, Srikanth Kamineni, BSc, MSc

Srikanth completed his Master's in Computer Science at Maharishi University of Management, Fairfield, Iowa and Bachelor's in Electrical and Electronics Engineering at Sri Venkateswara University, India.

Srikanth is the current Director of Programs.



Vice President – Finance, Brian Thorn, PMP®

Brian received his Industrial Engineering Degree and MBA from University of Iowa and his PMP® from the Project Management Institute (PMI) in 2005.

Brian has been a PMI and Eastern Iowa Chapter member since 2005. Brian is the current VP of Finance.

VP Communications and Publicity – Behram Kasad, BEng (Hons), MBA

Behram received his Bachelor's of Engineering from Nottingham Trent University in England, and his MBA in Innovation, Strategy, Information and Technology from Theseus-Edhec in France. He has been a PMI and Eastern Iowa Chapter member since 2005.

In 2010, Behram served as the Director of Newsletter. He also serves on the Board of Directors for another local nonprofit organization, the Professional and Technical Diversity Network (PTDN).



Reflecting upon the PDD

Tammy Sweat, PMP®

If you've been following along in the newsletter you are aware that planning of the PDD starts early in the year...all of our leadership is put in action and we plan the PDD as we would any other project – with a project plan, identifying risks, creating contingency plans and the whole nine yards.

We were able to see the fruits of our labor on October 21st. The PDD, according to some verbal feedback received that day was a great success and included below are a few comments on the following areas of the conference:

Attendance: Around 100 people attended that day...that's significant considering our Chapter has just over 300 members.

"Speakers: *It seemed to me that having a choice of speakers that day went well. The sessions were fairly evenly distributed so when there were two sets of speakers they both drew a good crowd.*

Food: *The food was awesome...it really was. Large event food typically isn't the greatest, but that was the best veggie lasagna I think I've ever had.*

Friends: *I saw friends that I haven't seen in years and although we have aged some, we all have maintained our passion for project management.*

Networking: *I made some new friends that day, exchanged business cards and have linked in with several.*

Facility: *The Kirkwood facility is beautiful. We had plenty of space for all of our attendees and for our sponsors as well."*

While watching our current leadership in action, and talking to past leaders, I felt a great sense of Chapter pride. We are the Eastern Iowa Chapter and it just doesn't get any better than that!"

Of course, I can't forget the real reason we were there - to learn and share project management practices. It's always a pleasure to be surrounded by so many professionals that can help facilitate a wonderful learning experience.

Thanks to all the volunteers of the Chapter that helped plan and implement this event, and for all the project management professionals who attended. You all contributed to a successful event!

**Chapter President
Bhaskar Pulikal kicks off the 3rd EI PDD**



**PDD attendees enjoying lunch
in the atrium of the Kirkwood
Conference Center.**

REFLECTIONS OF THE PDD



Clockwise from Top
Attendees enjoying an 'hands-on' exercise during a PDD session,
VP Finance Brian Thorn enjoying a quiet moment, and the Vendor
stand at the PDD.



Priority Management Training Schedule (subject to change)

The following Priority Management sponsored professional development opportunities are available.

Visit www.prioritymanagement.com/rsmith/workshop_schedule/ or send questions to rsmith@prioritymanagement.com.

Date	Course ID	PDU's	Location	Title
Nov 2 & 9	1161-TN060100	7	Web workshop at your desk	Working Smart with Microsoft Outlook
Dec 8 & 15	1161-TN060100	7	Web workshop at your desk	Working Smart with Microsoft Outlook
2011 dates to be advised				

New Horizons Training Schedule (subject to change)

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

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

Date	PDU's	Location	Title
Dec 6	21	New Horizons	PMP Exam Prep
2011 dates to be advised			

PDD SUMMARY

KEYNOTE SPEAKER AND PRESENTER



Dr. Ginger Levin is a Senior Consultant and Educator in project management. Her specialty areas are portfolio management, program management, the Project Management Office, metrics, and maturity assessments. She is certified as a PMP, PgMP and as an OPM3 Assessor and Consultant. She was the second person in the world to receive the PgMP.

In addition, Dr. Levin is an Adjunct Professor for the University of Wisconsin-Platteville where she teaches in its M.S. in Project Management Program and for SKEMA (Esc Lille) University, France, in its project management program at the masters and doctoral level. Also, she is a Visiting Professor for RMIT in Melbourne, Australia.

In consulting, she has served as Project Manager in numerous efforts for Fortune 500 and public sector clients, including Bank One, UPS, Citibank, the Food and Drug Administration, General Electric, SAP, EADS, John Deere, Schreiber Foods, TRW, New York City Transit Authority, the U.S. Joint Forces Command, and the U.S. Department of Agriculture. Prior to her work in consulting, she held positions of increasing responsibility with the U.S. Government, including the Federal Aviation Administration, Office of Personnel Management, and the General Accounting Office.

She is the co-author of Implementing Program Management: Forms and Templates Aligned with the Standard for Program Management Second Edition (2008), Project Portfolio Management, Metrics for Project Management, Achieving Project Management Success with Virtual Teams, Advanced Project Management Office A Comprehensive Look at Function and Implementation, People Skills for Project Managers, Essential People Skills for Project Manager, The Business Development Capability Maturity Model, and ESI's PMP Challenge! PMP Study Guide, and the PgMP Study Guide.

Dr. Levin received her doctorate in Information Systems Technology and Public Administration from The George Washington University, and received the Outstanding Dissertation Award for her research on large organizations.

PRESENTER

Gale Mote has been designing and delivering customized training courses and motivational presentations since 1990. She has worked with audiences from less than 5 to over 500. She provides a unique and exciting educational experience. Every session is participant centered respecting the needs of the adult learner. Each workshop is very interactive. Adults are able to retain more and apply techniques more easily when they are directly involved in the learning process. Class sessions include group discussion, small team activities, personal assessment, games, and videos. Examples are customized to the client environment to facilitate the transfer of training.

Prior to starting her own training and educational business in November, 1990, Gale worked in various manufacturing enterprises for over 12 years. The companies include Del Monte Corporation, Square D Corporation, Quaker Oats, and Norand Corporation. She has held nearly every position associated with production and inventory operations management including production line planner/scheduler, master planner, manager-master planning, manager-procurement, production supervisor (all shifts), and new product coordination. She has worked in and with union and non-union facilities.

Gale is certified in Production and Inventory Management (CPIM) by the Educational Society for Resource Management (APICS). She has been twice honored by the YWCA Tribute to Women of Achievement and received an Advanced Women Entrepreneur Award in 2005. Gale is a Summa Cum Laude graduate of Coe College with multiple degrees in Business, Economics and Education. She holds a Masters in Business Administration from the University of Iowa where she is a Lecturer in the Tippie College of Business MBA for Professionals and Managers program.



PRESENTER



David Wanetick is the CEO of Devil's Advocate Audit and a Managing Director at IncreMental Advantage. He has more than 15 years of experience in Strategic Planning, Negotiations Training and Business Development. Mr. Wanetick leads all the firm's consulting engagements and is the author of The Power of Incremental Advantage: How Incremental Improvements Produce Dramatically Disproportionate Results as well as two other unique books on the topic of investing.

He teaches Executive Decision Making and Strategic Planning at The Business Development Academy. He has lectured to senior executives and institutional investors all over the United States as well as in Toronto, Montreal, Singapore, Kuwait, Israel, the United Kingdom, Belgium, Hong Kong and Malaysia.

He has facilitated hundreds of sessions in which CEOs present their strategic plans to their Boards of Directors or members of the institutional investment community. These executives hailed from industries ranging from Advertising Agencies to Water Utilities and have been as diverse as Israeli Security Companies to Canadian Insurers.

He has been a guest on CNBC and CNNfn and has been quoted in the Wall Street Journal, Barrons, Chief Executive Magazine, Competitive Intelligence, Technology Transfer Tactics, Directors & Boards, Investors Business Daily, Newsweek and many other newspapers and magazines throughout the United States and Canada.

PROFESSIONAL DEVELOPMENT DAY SUMMARY

PRESENTER



Tim Kasse serves as the CEO and Principal Consultant of Kasse Initiatives LLC. He also serves as a Principal Consultant in Delta Axiom, an international process improvement alliance company headquartered in Denmark. Kasse Initiatives is also a Partner for Method Park America.

Mr. Kasse spent four years at the Software Engineering Institute. As an internal executive or business consultant, Mr. Kasse has brought new vision and rapid change to inefficient business processes all over the world. He has worked in 26 countries and three languages. Mr. Kasse is an SEI-certified Lead Appraiser for CMMI-DEV v1.2 and CMMI-ACQ v1.2 SCAMPI Appraisals and a certified High Maturity Lead Appraiser. He is also a certified CMMI Instructor for CMMI-DEV v1.2 and CMMI-ACQ v1.2. He has participated in over 100 Process Assessments and Consulting engagements in 26 countries throughout North America, South America, Europe, Asia, and the Middle East.

His latest book *A Practical Insight Into CMMI – 2nd Edition* was published by Artech House in September 2008. He is the primary developer of many Kasse Initiatives workshops including: Supplier Management, Quality Engineering, Configuration Management, Risk Management, Systems Engineering, and Change Management Tool Kit. Mr. Kasse is a recognized speaker at major process improvement and quality management conferences around the world.

Mr. Kasse serves the SEI as a Visiting Scientist supporting the CMMI® through training and presentations worldwide. He holds the position of Visiting Fellow at the Institute of Systems Science / National University of Singapore. Tim holds a Master's degree in Computer Science and a Bachelor's degree in Systems Engineering with over 30 years of systems/software related experience. His focus is on helping companies balance the achievement of business objectives with planned process improvement.

PRESENTER

Doug's presentation provides a deliberate focus on improving how project planning and delivery need to include organizational impacts, positive or negative.



This presentation provides an overview of several essential organizational change management planning concepts and ideas needed to successfully implement small to large levels of "people" change as part of a project. This presentation also accounts for important organizational change areas like communications, deployment, transition, training, and support. This presentation is a must for project managers who work within the information technology areas, as it helps them reconsider the just-build it approaches that often lead to project delivery resistance and end results rejection.

Doug Williams, PMP is a Senior Consultant practicing organizational change management, project management, and general systems engineering. He has acquired over 20 years experience within varied industries like agri-business, electric utilities, financial services, insurance services, medical systems, non-profit support systems, systems service providers & consulting, state government, and telecommunications. He holds a Bachelor of Science in Business Administration and is working to obtain a Masters of Science in Organizational Psychology. He is also a Project Management Institute (PMI) certified Project Management Professional (PMP).

His primary work focus has been the study of project success, with a specific purpose to develop a broad understanding of the mechanical and behavioral reasons supporting why projects meet or miss scope, cost, and time objectives. He now offers the results of his extended study in varied professional development presentations and workshops. He is recognized by others as an effective presenter and engaging instructor. A workshop attendee wrote, "It was GREAT! And he was a hoot as a presenter too!" A lecture attendee responded, "Best lunch and learn and relevant as long as I have been coming 4+ years." And, he has presented in varied locations throughout the world including the United States, Canada, Malaysia, and the Netherlands.

THE VENUE

For more information, please visit
<http://www.thehotelatkirkwood.com/>



PMI North America Leadership Institute Meeting (Global Congress)

Three members of the Eastern Iowa Chapter Leadership team attended the PMI North American Leadership conference held in Washington, DC on October 6-9, 2010. The event was conducted for Chapter leaders from across the globe and was attended by Members from several nations including Argentina, Australia, Japan, Kuwait, and Poland. The Eastern Iowa Chapter was represented by Bhaskar Pulikal - President, Tammy Sweat – Vice President of Communication & Publicity, and Suzanne Prymek – Vice President of Education.

The event was organized to have a key note session each day, including a speech by former President Bill Clinton titled “Embracing our Common Humanity”, followed by other sessions on the theme of leadership.

This allowed the group split up to attend sessions that provided an insight on what PMI and other PMI chapters are providing in the form of services to build on member value.

Region 2 Mentor Mark Swiderski hosted a dinner for all Region 2 attendees. This dinner event allowed the Chapter members to reconnect with other leadership teams in our geographical region, and swap ideas on services and ways to build on their current portfolios.

On the whole the event was a great opportunity to network with other chapter leadership members.

(Below) Suzanne Prymek,
VP of Education at the Lincoln Memorial



(Below) Tammy Sweat,
VP Communications and Publicity
at the Capital building



(Above) Bhaskar Pulikal,
President at the Lincoln Memorial

BEHIND THE SCENES

During the month of October, the Leadership team:

- Announced the BOD elections for 2011
- Hosted the 3rd Eastern Iowa PDD @ the Kirkwood Center for Continuing Education
- Continued to work with new volunteers to place them on the team
- Held the monthly Chapter meeting and conference calls with the BOD
- Explored other technology solutions in light of continuing outages with the current service provider
- Attended the PMI and Leadership Conference in Washington DC.

DIRECTOR OF UNIVERSITY OUTREACH—VOLUNTEER OPPORTUNITIES

Behram Kasad

The Chapter continues to seek out a highly motivated member to fill an opening for the above listed Director position.

The Director of University Outreach serves as a liaison between the Board of Directors and targeted universities or colleges identified as having a project management curriculum relating to project management.

If interested in this position, please contact the Director of Volunteers at volunteers@pmieasterniowa.org.

Chapter Meetings Schedule (subject to change)



Date and Time	Location	Topic and Presenter
November 9, 2010	Clarion Hotel & Convention Center, 525 33rd Ave SW, Cedar Rapids	"Earned Value Management System (EVMS) How Can It Help You On Your Projects?" presented by Sung S. Stultz
December, 2010		No meeting
January 2011		No meeting

MEMBERSHIP UPDATE

Don't forget you can renew your PMI Membership online at www.pmi.org.

The PMI Eastern Iowa Chapter membership currently stands at **310**, with **168 PMP®s**, 5 new members, and 11 renewals.

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.

You've Got It – Now Don't Lose It!

Carol Meeks PMP®

This article is the sixth and final in a series to review each category of Professional Development Units (PDUs) available to maintain your PMP credential. To learn more about maintaining your credential, go to the Career Development section of PMI.org where you'll find FAQs, a video and much more!

Category 5: Volunteer Service

Volunteer professional services to a non-profit project management organization, or provide non-compensated project management services to non-employer or non-client customer groups. Qualifying activities and their associated PDU values include the following:

5A: Serve as an elected volunteer officer for a not-for-profit project management organization (including PMI chapters and communities)

Calculating PDUs:

Minimum 3 months of participation (no PDUs are awarded for service less than 3 months) = 2 PDUs per year

Minimum 6 months of participation = 5 PDUs per year

12 months of participation = 10 PDUs per year

5B: Serve as a volunteer/appointed committee member for a not-for-profit project management organization (including PMI chapters and communities)

Calculating PDUs:

Minimum 3 months of participation (no PDUs are awarded for service less than 3 months) = 1 PDU per year

Minimum 6 months of participation = 3 PDUs per year

12 months of participation = 5 PDUs per year

5C: Provide volunteer project management-related services to: a) a community or charitable not-for-profit group, b) a group of college students for educational purposes, or c) for being a coach or mentor on project management topics. Note that the sponsoring organization must be a legally recognized not-for-profit organization.

Calculating PDUs:

5 PDUs per year

Examples/Resources:

The PMI website has a page dedicated to volunteerism and available opportunities (www.pmi.org/GetInvolved).

Some of the current opportunities available on the site now include:

- Community Development Governance Committee
- Call for Volunteers for PMI Organizational Project Management Community of Practice
- PMI Region Mentors
- PMI Community Resources Member Advisory Group

Logistics:

A maximum of 20 PDUs may be earned by any combination of the activities above per CCR cycle.

All volunteer activities must be done for non-profit, not-for-profit, or charitable groups and organizations that meet the definition of a project as outlined in *A Guide to the Project Management Body of Knowledge (PMBOK® Guide)*: A temporary endeavor undertaken to create a unique, product, service or result (*PMBOK® Guide – Fourth Edition*, p. 434)

When reporting your PDU activities in the category, report no more than one year at a time to ensure you receive the appropriate amount of PDUs awarded for each type of activity.

What do you think? If you have any recommendations or additional resources, please share your thoughts. Thanks!

To learn more about PMI's Continuing Certification Requirements (CCR) Program, please refer to the PMP Handbook.

And be sure to login to the CCRS at www.pmi.org to view your personal transcript, submit activities, find providers, and learn more about PDUs.

October PMI Eastern Iowa Chapter meeting Recap

Behram Kasad

Thanks to Beth Anne Tingley-Pigge for outlining the idea that motivating people impacts you whether you are a manager or not! Using suitable incentives (i.e. candy), Beth went on to identify how her career had been divided between being a people manager and a matrix motivator. And how she only became convinced about the power of feedback a few years ago. She suggested that feedback needs to be an integral part of team management and not a peripheral request you make after the event.



The Chapter wishes to thank Beth Anne for her insight into this interesting subject area.



Chapter members listening to Beth Anne Tingley-Pigge at the October Chapter meeting (October 12, 2010)

2011 Chapter Meetings – New Meeting Day!

Suzanne Prymek, PMP®

Please mark your calendars now for a change in meeting days starting in February 2011. Based on your feedback, many people indicated that a Thursday chapter breakfast meeting would create opportunities for those members that have not been able to attend meetings due to work schedule conflicts.



We will switch to the second Thursday of the month. Our meeting location will remain unchanged and we continue hosting the meetings at the Clarion Conference Center on 33rd Avenue in Cedar Rapids. The time will also remain unchanged. We hope that this change will allow more members to participate and attend in the chapter meetings.

As with any change, we know this could cause potential conflicts for other members. We hope that this will be a positive change for the majority of our members. Always, your thoughts are important to us on how we are doing, so please feel free to contact any of the PMI Eastern Iowa leadership.

Email contact information is included in each monthly newsletter.

Claiming PDUs in 2010

Jacquie Haltmeyer, Director of Professional Development



As you might have noticed, the Project Management Institute (PMI) recently launched a new look for the PMI Web site. This is a good time to remind everyone how to access the Continuing Certification Requirements (CCR) System and report professional development units (PDUs). The CCR System updates that were implemented in 2009 simplified the process for reporting PDUs, particularly for 1-2 PDU events. Activity numbers are no longer assigned for 1-2 PDU events.

To report PDUs for chapter meetings:

Log in to www.pmi.org using your PMI username and password (If you are a new user, click the link to establish an account)

Click the link to **View PDUs** (this should display on your home page under My Certification Status)

Click **Report professional development units (PDUs)**

In Step 1 in the PDU Category field, select **Cat 3: Registered Education Provider program/PMI Component Event**

Under Activity type, select **Report a Component 1-2 PDU Event**

Click **Next**

In Step 2 in the Component ID field, enter **C100**, then click **Search**

In Step 3, click the link under the **Component ID** column

In Step 4, complete the following activity information, then click **Next**. (Note: only fields marked with an asterisk are required.)

Activity date completed: Enter the date the chapter meeting was held

Activity title: Enter "Month Year Chapter Meeting" (example, October 2010 Chapter Meeting)

Activity meeting number, contact person, phone number, and e-mail address can be left blank

In Step 5, enter PDUs claimed, then click **Next**

Chapter meetings are worth 1 PDU

In Step 6, click the confirmation statement check box then click **Submit**

To report PDUs for the Professional Development Day (PDD):

Follow steps 1-4 above

In Step 1 under Activity type, select **Find an Activity (Course or Event)**, then click **Next**

In Step 2 in the Provider number field, enter **C100**

In the Activity number field, enter **21102010-01**

Click **Search**

In Step 3, click the link under Activity #

Enter the activity start and end date (October 21, 2010)

Answer the evaluation questions, then click **Next**

In Step 4, confirm the number of PDUs claimed, then click **Next**

If you attended the PDD for the whole day, you earned 5 PDUs

In Step 5, click the confirmation statement then click **Submit**

You will receive a confirmation e-mail when your PDUs are accepted. You might want to keep a copy of the e-mail as a record of your PDUs.

Tips:

If you leave the Activity number field blank, the system will display all activities for the provider.

The search results can be sorted in ascending or descending order by clicking on the Activity # or Activity Name column heading.

If you earn PDUs through another provider, ask for the correct provider number and activity number.

Registered education providers are responsible for submitting activities to PMI so they can be entered in the CCR System.

If you have questions, e-mail professional@pmieasterniowa.org.

Practice All Question Types to Pass the PMP Exam

Cornelius Fichtner, PMP®

Anyone who has sat for the Project Management Professional (PMP) exam knows that studying the PMBOK Guide and having 35 Contact Hours is just not enough. When you talk to them about the PMP Exam, they will tell you it covers a lot of ground and the questions are not as straightforward as one would hope. Of the ones that have passed the exam, an overwhelming percentage of them will tell you that they used more than just one study method.

Just as a golfer must learn to “drive” and “put” before they ever step onto a 18 hole golf course, the PMP Applicant must also learn the mechanics of taking the exam and what to expect when they arrive on game day. Employing multiple study methods may give you a triangulated understanding of the material as well as illuminating what you do know and what you don't know.

Being able to answer PMP Exam sample questions is crucial to your exam success. Simple? In concept; yes. After all, the PMP exam has only multiple choice questions. However, there are a number of question styles; each has their purpose and caveats, which makes knowing how to get the most of each question exponentially crucial.

Let's jump into the PMP Exam question types:

FORMULA based questions are more than just ‘solving for the median’ or calculating earned value. There are around 49 PMP exam formulas that you must know backwards and forwards in order to pass the PMP Exam. Understanding them thoroughly down to the importance of each element will give you the decision making criteria to include or exclude the values in the PMP exam question.

SITUATIONAL questions test your ability to apply theoretical know how to real life project management situations. Often, these questions tend to be very long winded. The idea behind this is that in real life you will be handed both relevant and irrelevant information. Your task is to identify what's relevant, ignore what doesn't matter and then act upon the real issues. Be sure to read and accurately identify the actual question being asked of you, so that you can eliminate the useless information.

Often, situational questions will offer two choices which are both reasonably correct, so it's vital that you identify if the question is asking you the BEST choice, or the NEXT choice, or the EXCEPTION, or the ONLY answer.

KNOWLEDGE based questions require you to identify the meaning of the situation based on your understanding of the facts provided. These questions also occasionally ask “What is the exception?”; e.g. ‘Group brainstorming encourages all of the following except:’

Knowledge based question may also ask you to identify an example chart or graph, such as recognizing a RACI or Pareto chart.

INTERPRETATIONAL questions test your ability to deduce a situation or condition from the description of a status or problem. For example: “If your project has an SPI and a CPI both greater than 1, how well is your project performing?” To solve this, you will need to know how SPI and CPI relate to the project's performance.

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SPECIFIC TECHNIQUE questions will provide a snap shot of a situation, like a network diagram, and ask you to provide an element that's inherent in that diagram such as forward pass or backward pass.

PMBOK GUIDE KNOWLEDGE questions test your familiarity of specific areas, such as "Which of these processes are not part of the Initiating Process Group?" or "What are the inputs to the Create WBS process?"

You need to answer dozens of samples from each question type before you will feel ready to tackle the exam. But how and where do you find good PMP mock exams?

There are many free PMP sample questions available just one short Google search away. However, you want to be very careful, because with free mock questions more times than not, the old adage "You get what you pay for" applies.

The best way to practice sample questions is by signing up to an online PMP exam simulator. You can access the questions over the internet from anywhere and on your schedule. Be sure the questions were created based on the most recent version of the PMBOK Guide. The question population should be a good mix of the types as well as cover all PMBOK Guide concepts.

So, there you have it. If you want to pass the PMP exam, you need to learn about the different types of questions that appear on the exam and practice them using a high-quality online PMP Exam simulator. Once you know how to identify the real question being asked from each of these question types, you'll greatly increase the odds of arriving at the correct answer. I know this sounds simplistic, but it is no small task because you'll need to be able to recall and apply all the theoretical knowledge required, combine it with your own project management experience and relate this to the question at hand.

Summary:

Preparing and taking the Project Management Professional (PMP) certification exam is not just a challenge. It can be one of the most harrowing and at the same time rewarding experiences in your professional life. The road map to the exam includes multiple ways to prepare and then there is the day of the exam itself. In this article, we discover the type of questions you will encounter and how to prepare for them.

About the author:

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