



**February 2011**

## Our Next Chapter Meeting - February 10, 2011

The next PMI breakfast meeting will be held on **Thursday, February 10th, 2011** from **7:15 a.m. to 9:00 a.m.** at the **Clarion Hotels and Convention Center, 525 33<sup>rd</sup> Avenue, Cedar Rapids SW**, Iowa. The Clarion Hotel and Convention Center phone number is [\(319\) 366-8671](tel:3193668671).

### Program Title:

"Enterprise Operational Analytics for Program Management" presented by Joel Gaede

### About the Program:

Broad based Operational Analytics have traditionally been a tenet of only the largest corporations. Through the use of existing technologies and business analysis packages, we are creating a unified vision of operational utilization patterns and trends. Analysis is also performed incorporating equity market technical analysis to provide an additional interpretation of data. The central component of the ACT Operational Analytics and Forecasting Program is the monetization of computing resources, enabling a viable chargeback model. Components of the computational currency will include server, network, electricity, maintenance contracts, etc.. These analyses are then used by leadership to provide accurate long term budget projections and allow timely allocation of resources for key business programs.

### About the Speaker:

Joel Gaede has over 25 years in IT operations, in the fields of finance, manufacturing and education. He is currently developing the Operational Analytics and Forecasting Program at ACT Inc, in Iowa City. Joel holds a Masters of Business Administration and is currently pursuing a Master's of Science in Informatics at the University of Iowa.

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

**RSVP:** Please confirm no later than Thursday, Feb 3rd, to [programregistration@pmieasterniowa.org](mailto:programregistration@pmieasterniowa.org); use FEBRUARY REGISTRATION in the subject line. Cancellations must be received by COB, Friday, February 4th to avoid being charged as a no-show for this chapter event

### Program Schedule:

7:15 - 7:30	Registration, breakfast, and networking
7:30 - 7:35	Reading and Voting of the new Chapter By-Laws
7:35 - 7:45	Review of 2010 Annual Report/Other Chapter announcements by Chapter President/Officers
7:45 - 8:45	Presentation / Discussion
8:45 - 9:00	Final announcements and wrap-up

### Inside This Issue

- 1 Meeting news
- 2 President's Corner
- 3 Brainstorm Chicago
- 4 Do you yell?
- 7 Chapter Meeting Prices
- 9 Chapter Website
- 10 Important Dates
- 11 Who's Who

**President's Corner – Doing What You Are Passionate About**  
**By Tammy Sweat, PMP ®**

I consider myself a very lucky person. Somehow through the course of my career I ended up doing two things: managing projects and process improvement for project management. The best part about that is I love what I do!

I didn't start my career doing either one. After high school I decided to join the Navy. I figured it was a great way to escape Iowa and meet new people. I took the naval entrance exam and the naval personnel told me I could pick any career I wanted. I said, "How about Aviation?" He replied, "Well anything except that because you wear glasses!" I have no idea where this next sentence came from, but I asked, "How about computers?" And that was the start of my software development career!

After leaving the Navy and right out of college with my freshly earned Computer Science degree I was a gung ho COBOL software developer. After a decade of doing this I found myself looking for a change of pace. As the company I was working for was starting up a new process improvement initiative I decided I'd give that a try.

I hadn't been in that position very long when a co-worker asked if I'd like to form a study group with him and several others to obtain a PMP certification. Even though I didn't fully understand what I was signing up for, I agreed. That decision I made in 2001 has proven to be one of the best ones I've ever made.

Now fast forward to 2011. I'm CEO of my own project management and process improvement company and President of this awesome chapter! I have found my true calling with project management and intend to stick with it for a long time. I am passionate about this career. I enjoy talking to other Project Manager's about the struggles and triumphs of the job. I like hearing how they handle situations and like sharing how I would handle it in their shoes. I enjoy developing processes and procedures that help Project Managers overcome issues in their daily work lives. I like the challenge of bringing a project in on time within budget and scope.

I ask you this. Are you as happy as I am in your current position? Are you passionate about what you do? If you answer "Yes" then it will reflect in the job that you do. My youngest son is a prime example of this. I'm afraid that he only does well in classes that he is interested in. Doesn't matter how much prodding or encouragement given by mom and dad, his attention and focus is captured best by what he is drawn to.

I'll end with this quote by T. Alan Armstrong, "If there is no passion in your life, then have you really lived? Find your passion, whatever it may be. Become it, and let it become you and you will find great things happen FOR you, TO you and BECAUSE of you."

Tammy Sweat  
[President@pmieasterniowa.org](mailto:President@pmieasterniowa.org)

## News you need to know



Chapter Members, please welcome Sathian Devarajan who joins us as the Director of Newsletter.

Sathian immigrated to the United States in 1994 after working in India for 5 years with ICICI. Since then he had worked with many major companies across the United States like General Electric, Merrill Lynch, Cooper Industries and Sisters for Mercy. He has recently moved to Cedar Rapids, IA from Saint Louis, MO where he lived for more than 10 years. Most of his industrial experience includes working on Oracle Products, Oracle Database Administration and Project management. His experience also includes working on projects in Ireland and Bangladesh.

Sathian is interested in playing sport like badminton and racket ball. He likes photography and visiting places. He volunteers for the Saint Lukes Hospital and VITA (Volunteer Income Tax Assistance) sponsored by the IRS.

His wife Usha works for the Iowa Health Physicians and his daughter Sangamithra is a Junior at the Washington High School in Cedar Rapids.

---

### **BrainStorm Chicago, May 10-13, Hyatt Regency Chicago Hotel**

#### ***Special Offer for PMI Eastern Iowa Chapter Members***

Your first Workshop is Complimentary (a \$250 value) on May 11 or May 12, with Priority Code **PMIEIWEB**

#### **About BrainStorm Chicago**

In today's constantly-changing business environment, only the most agile enterprises stand a chance. At BrainStorm Chicago, you'll receive intensive training and workshops covering the real-world skills needed to successfully implement continuous process improvement in any organization.

If you are looking for more than just incremental improvements in your business, join us for an unbiased source of education and insight from the leading experts in the field - and begin building your agile enterprise today.

#### **BrainStorm Chicago offers:**

- [Half-Day Innovation Workshops](#) - Tools and Techniques:  
Learn to evaluate and incorporate the latest state-of-the-art tools and techniques into your specific environment.
- [Full-Day Immersion Training](#) - Disciplines and Methodologies:  
Immerse yourself in the foundations and underlying concepts of real-world process improvement from the leading experts in the field.

**To request your Complimentary Workshop\*, enter Priority Code PMIEIWEB [when registering](#).** If you have any questions, please call Client Services at 508-475-0475, x15.

We are an *R.E.P.* (Registered Education Provider) – PMI Members may earn PDU credits.

\*Complimentary Workshops are limited in supply and may end at any time.

## Do You Yell?

By Margaret Meloni, MBA, PMP



Do you raise your voice at the office? When you are happy do you let out loud exclamations of joy? When you want to make a point, do you raise your voice for emphasis? Worse yet, is your normal speaking voice unacceptably loud to most people?

Maybe you have one special person that you talk to when you need to vent. You probably look forward to talking with this person, they are a really great listener and you feel so much better after you let off steam. Well how is that situation working for them? It's great to have a person willing to act as a sounding board but it can also be very stressful for them.

I have heard a similar story from multiple coaching clients. It goes like this:

"I had to leave that company, I could not take it any longer. The person I worked for was always yelling and complaining. The thing is, he was yelling at me for things that happened with other people. None of these people worked for me, I did not know what I was supposed to do about it. Sometimes he would call me when I was at home in the evening or on the weekend, just to yell about someone else. I was a nervous wreck.

You know what was really odd? When I gave my resignation my boss was really shocked and surprised."

Usually after I ask a few questions, here is what we (my clients and I) learn together:

- The ex-boss in question gave them great reviews.
- The ex-boss in question gave them great raises.
- Other than the yelling, there was no indication that the boss was displeased with my client at all.

Here is what I call the 'Aha' moment.

"Oh, they weren't yelling at me, they were yelling to me. They were using me to vent and I thought I was in trouble all of the time. It was just so stressful."

So think about it, have you ever been the yelling boss or co-worker? It is OK to vent. Ask permission first and be sure that their agreement isn't made under pressure or they fear the consequences, real or imagined, of refusing. Some people are willing to be your partner in this type of exercise and others are not. Please know the difference!

The person who has been on the receiving end of your yelling can tell you how much it bothers them. Yes, they can ask you if you are yelling at them or to them. But if you are their direct manager, you are placing them in an extremely awkward position. Just because someone listens to you silently does not mean they are OK. Many people will put up with their boss's yelling because they fear that if they don't they will be out of a job or lose out on a promotion.

Yelling may relieve your stress but it passes it on to others that many times don't deserve it. There are better ways to blow off steam than subjecting your employees to this type of verbal abuse. If one of your employees does something that displeases you, makes a mistake or botches a task, yelling at them or about them doesn't solve anything. It's unprofessional at best and very destructive at worst. Raising your voice to a team member accomplishes nothing but earns you that person's disrespect and resentment.

If you are a person who yells, you must get it under control. Speaking to someone in a reasonable tone of voice and calmly pointing out what they've done wrong will very likely result in their not repeating the offense. They will work harder for you if they know that you're willing to view mistakes as learning tools, not fodder for your temper.

It's alright to reprimand someone as long as you keep it civil and quiet. It's perfectly acceptable to use a willing person as a sounding board as long as that person is not in your employ. You will earn the respect and loyalty of your team members if you treat them as you yourself would like to be treated. If you do so, you'll soon find that there's no longer any need for yelling.

*About the Author:* Margaret Meloni, MBA, PMP, is an executive coaching consultant for IT professionals. She helps project managers and teams work together better by improving their soft skills. Learn how to successfully combine your technical and soft skills in her webinars from The PDU Podcast ([www.pducast.com](http://www.pducast.com)) and from her website at [www.margaretmeloni.com](http://www.margaretmeloni.com).

## CCR PDU Categories are being updated

### What You Need to Know

Between now and 1 March 2011, PMI is requesting that credential holders register their existing PDUs in the CCR system under the current PDU categories. After 1 March 2011, credential holders will need to report PDUs using the new categories.

Key changes to the program include:

- Simplification to the CCR category structure, reducing the number of categories from 18 to 6
- Ensuring that all categories use the rule that one hour of learning activity is equivalent to one PDU
- Expanding the categories to include Web 2.0 learning opportunities
- Adding limits on certain categories to require that all credential holders pursue project management continuing education as part of maintaining their credential

It is also important to note what is not changing in the program:

- The three-year renewal cycle and number of PDUs required to maintain the credential will remain the same
- The re-certification fee structure will remain the same

Since research has shown that people did not fully understand the PDU categories and how to appropriately report their PDUs using that structure, we are pleased to respond to this customer feedback to make the structure more user-friendly and better serve our certification holders and the stakeholders who support them.

Please take a moment to read through the [FAQs](#) and the [New PDU Category Structure and Policies](#) document on PMI.org for more detailed information about this update. If you have questions, please contact [Chapter Support](#) or [Virtual Communities Support](#).

Best regards,

Brian A. Weiss, MBA  
Vice President, Product Management

## Vote to Change Chapter By-Laws

By Tammy Sweat, PMP

Your Board of Directors has a few proposed changes to our Chapter's By-Laws. As the By-Laws state, any changes to them must be voted upon by the chapter members. This vote can take place at a scheduled chapter meeting. So at the February chapter meeting, we will vote on the following changes:

- Global change of VP of Communications to be renamed Communications & Publicity.
- Section 5.0, 5.8 & 7.4 – Added the PMP certification requirement for holding the President role for the chapter.
- Section 6.2 – Removed term limits for BOD members, and clarified term limit of one year for the President.
- 6.9 – Removed references to Policy File. This has not been used or maintained for several years.
- 7.8 – Removed the references to Proxy voting.
- 8.0 – Removed reference to charter for directors.

## The 4 Secret Ingredients to Passing the PMP Exam

By Cornelius Fichtner, PMP

The Project Management Professional (PMP) exam is developed and administered by the Project Management Institute (PMI) to measure and assess an individual's ability to apply project management skills in six different domains. Initiation, planning, execution, monitoring and controlling, closing the project, as well as professional and social responsibility are evaluated. Don't be intimidated! While the material may seem overwhelming, there are a few important factors to consider when preparing to successfully earn your PMP certificate. Experience, understanding of project management principles, developing a solid study plan and reliably sticking to it, as well as practicing exam-taking strategies are essential ingredients for PMP exam success.

### Secret Ingredient #1: Project Management Experience

Perhaps one of the most solid foundations for successful completion of the [PMP exam](#) is actual project management experience. Learning on-the-job with specific situations that develop a wide array of project management skills is an excellent way to retain information and far superior to rote memorization or passive reading. PMP test takers with project management experience are able to draw upon a database of information that is relevant and often easier to retrieve due to its personal nature. Recalling the small details of that last-minute project at work that your supervisor needed yesterday makes all of those grueling hours a worthwhile investment.

Before applying to take the PMP exam, PMI certification requires at least 4500 hours of experience in project management and 35 hours of documented training. This ensures that test-takers have the required skills to be successful and maintains the credibility of the certification.

### Secret Ingredient #2: Understanding of Project Management Principles

Specific principles addressed in the PMP exam include communication, cost management, human resources, integration, procurement, quality, risk, scope, and time management. Each of these topics is covered in A Guide to the Project Management Body of Knowledge (*PMBOK*® Guide). You must understand them individually and how they work together to ensure overall successful project management. It is essential to use the most current version of the *PMBOK*® Guide for studying and review.

### Secret Ingredient #3: Having a solid plan to study for the exam & sticking to it

As with all standardized examinations, the PMP covers a wide variety of material in a relatively short period of time. Don't be discouraged! Remember that careful planning and structure are essential to your exam success. It is important to develop a PMP Exam Study Plan to reduce the amount of intimidating material into manageable portions. People often find they work well with a structured exam preparation course that provides focused instruction over a specific timeline. One of the requirements of the PMP examination (35 hours of project management instruction) can be met with an online or in-person class. If you select an online course, ensure the class provides an "end of course assessment" and gives you written certification of participation and completion of required instruction hours.

The number and type of questions on the exam are: initiating the project (11%), planning the project (23%), executing the project (27%), monitoring and controlling the project (21%), closing the project (9%), and professional and social responsibility (9%). Many people often divide up their study time in a similar manner, giving more hours to those topics that are tested more heavily. Others take practice exams and note specific weak areas in their knowledge, choosing to focus more review time on those topics. Your plan of attack will be personal and best suited to your own strengths, weaknesses, and timeline.

Most resources recommend spending one to two hours each day for four to eight weeks in preparation. Some people will require more time and others will require less. Work out a schedule with a manageable amount of material to cover each day. Be realistic in how much can be covered in one to two hours so that the schedule can be followed closely and certain areas don't slip, get skipped, or left out completely. Remember that most of us can't afford to neglect our day job during this study period and still have external commitments and responsibilities. Set weekly goals and regularly take practice exams to chart your progress. It's also very important not to forget to take refreshing breaks to do something you enjoy.

### Secret Ingredient #4: PMP Exam-Taking Strategy

The PMP exam is made up of 200 multiple choice questions conducted on a computer at a Prometric testing center during normal business hours from Monday to Saturday. Test-takers are given a 15-minute tutorial and four hours to complete the exam. 25 pre-test questions remain ungraded, as they are used for future exam purposes. Inside the examination center, test takers are provided with rough sheets of paper and pencils. If needed, there are a variety of translation materials available upon request as the exam is only administered in English.

Mock questions and simulation exams are available from a variety of test preparation websites. Practice exams help future test-takers become familiar with the style and format of questions and enhance the endurance required for four-hour exams. It is commonly recommended that consistently scoring above 80% on mock exams is a strong indicator of success on the real thing. Gauge your progress on a weekly basis and determine how comfortable you feel with each topic area. Arriving on exam day with confidence means half the battle is already won.

Specific tips for test day strategies include sleeping well the night before, eating a healthy breakfast, wearing comfortable clothing, and arriving early. Before beginning the exam, many test-takers like to utilize the provided rough sheet to write out things like formulae, lists of processes with their inputs and outputs, as well as tools and techniques that will be useful throughout the exam. Consider taking two breaks spaced evenly throughout the exam. Don't waste too much time on a single question; mark it for review and move on.

Applying these four simple steps thoroughly and intelligently will ensure that the valuable time and money spent on the PMP exam is not wasted. Successful completion of the PMP depends on a test-takers ability to put their project management experience to work, to understand and apply project management principle, to thoroughly prepare with a solid study plan, and to bring everything smoothly together on a stressful exam day. Preparation is the key to reducing stress and guaranteeing success.

*About the author:* Cornelius Fichtner, PMP is a noted PMP expert. He has helped over 10,000 students prepare for the PMP Exam with *The Project Management PrepCast* at <http://www.pm-prepcast.com> and *The PMP Exam Simulator* at <http://www.pm-exam-simulator.com>





## New Chapter Meeting Prices in 2011

Carol Scherrman, VP of Operations, PMP ®

It is old news that the economic turmoil of the past 2-3 years has affected all of us in some way. If we didn't personally experience a job loss because of the downturn in the economy, I imagine we know a close friend, colleague, or relative who did. We feel the crunch of increasing prices at the gas station and in the supermarket.

The PMI Eastern Iowa Chapter has worked hard during this time to maintain prices for chapter meetings and professional development events. In fact, our meeting prices have not changed for over five years. As with your professional and personal expenses, the PMI Chapter has experienced increases in prices for meeting locations, food and beverage, insurance and other chapter expenses. As a result, the chapter board recently voted to increase 2011 chapter-meeting fees from our current fee of \$10/member for breakfast meetings and \$15/guest or non-member. Effective with the March 2011 chapter meeting, the following prices will be in effect:

	Breakfast Meetings	Dinner Meetings
<b>Members</b>	\$13 (advance registration/payment)	\$20 (advance registration/payment)
<b>Guests/Non-members</b>	\$20 (advance registration/payment)	\$25 (advance registration/payment)
<b>At the door/Walk up</b> (Member or Non-member)	\$20 (without advance registration)	\$25 (without advance registration)

One area where our chapter members can really help the chapter manage our expenses is by:

- Registering in advance for chapter meetings and other events
- Paying for chapter meetings for which you have registered
- Attending the meeting/event for which you have registered or transferring your registration to someone else
- Abiding by our chapter refund policy and notifying us by the stated deadline for each meeting if you will be unable to attend

For each chapter meeting or event, we are required to give the venue a headcount for meals three days in advance. For example, if 40 people indicate they are planning to attend but only 20 people show up, the chapter must still pay the venue for 40 meals. Conversely, we like to know if you are planning to attend because if only 20 people indicate they are coming and 40 people show up, we are faced with the challenge of not having enough seats available and we'll likely run out of food.

When our new Web site and registration/payment system "goes live," it will provide some enhanced features for tracking event registration and attendance. The new features will allow you to transfer your registration, if necessary, to another person of the same classification (i.e., member to member) or to a future event of the same price structure (i.e., breakfast meeting to breakfast meeting).

Working together, we can keep our expenses low and continue to offer quality chapter events at the lowest rate possible. If you have any questions about the new prices, send them to [president@pmieasterniowa.org](mailto:president@pmieasterniowa.org).

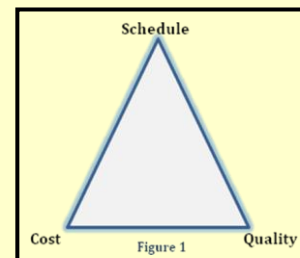
## A Star Is Born

Behram Kasad, VP of Communications and Publicity, MBA

Who amongst us does not recognize Figure 1 on the right?

Yes indeed they are the tenants of Project Management – the good ole’ triple constraints – now beaten to death by several versions of the PMBoK and every project management course out there. They have been the building blocks of our profession and, when they didn’t align per some corporate expectation, the reason for many career tragic endings.

But change is coming to the profession. Which, if not incorporated into the eventual equation, is very likely to have a distinct impact on - your project, program, portfolio, corporation, community, clients; and your planet?



Although, we have, for many years, managed projects using the basic triangulation of Schedule, Cost and Quality; the new world order, spurred by a social media, demands that we now start considering the critical social and environmental effects of our actions. These are being labeled as Safety and Sustainability. (Figure 2)



You don’t have to look very far back than the BP “Deep Horizon” oil spill of 2010 in the Gulf of Mexico to see how things can spiral out of control if these two new facets are not considered as part of your business. Even if the spill itself did not create as much damage as previously envisioned, put yourself in the shoes of the ousted CEO Tony Hayward. One wrong statement in the wrong place and your career ends abruptly. Furthermore, the corporation ended up having to fork out a huge fund to compensate those affected by the 100 plus day environmental disaster and PR nightmare. While Mr. Hayward was trying to sustain his own lifestyle and image, that of his corporation was falling apart around him. BP stock plummeted and market opinion about the company was spread across every newspaper in the country like a ....*errr*, giant oil slick. Questions were being asked if enough had been done about the safety of the platform and security of its crew (remember 11 workers on the rig died in the initial explosion). While Mr. Hayward tried to weather the storm and push the blame

downstream, he failed to realize that his comments and demeanor were showing little compassion about the impact of the spill on the environment; and the sustainability of local economies, marine life, and eco systems of the region. Sustainability soon became a question of [his] survival and the rest is history. *Moral: Think local, act global.*

It may have started with coffee, and then came the mashed potatoes, and finally it ended with our access to information. We live in an ‘instant-everything’ society. People walk around like droids, looking at tiny screens, pressing even smaller keys on a pad attempting to stay connected to everything going on around them (Full disclosure— I included). *Facebook* this, *Tweet* that! We are content to ‘save our password’ each time a browser asks us, but unwilling to share that with our family members. We are happy to narrate our entire social security number to a complete stranger on the phone yet seem unsure when a person sitting across the table asks you to do the same. It is not that we feel concerned about giving our SSN or credit card number; but it is what they can do with this information which is of immense concern. Will they keep it safe or will this end up somewhere in plain view for all to see. We read too many media reports about people whose lives have been devastated by fraudulent activities or corporations that have fallen victims to hackers who take pride in downloading data that does not belong to them and selling them to the highest bidder. Those of us who work in IT are all too aware of the risks that we need to or should consider as we build our systems to make them less vulnerable to external attacks, less accessible to internal probes and provide a level of assurance to our employees and our clients that when they hand over their personal information to us – it will be safe and secure from prying eyes. *Moral: Think global, act local.*

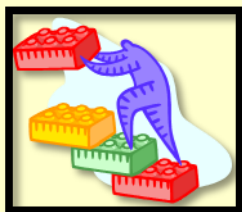
It may be a while before these two facets become main stream and more importantly, these new tenants are not going to come at zero cost. But they could cost you your reputation. Corporations are spending millions to beef up their infrastructures to prevent data spills and deal with the PR consequences that follow. Organizations are jumping on the “green” bandwagon and becoming environmentally savvy while constructing buildings that reduce their footprint on this planet because it allows them to show their caring side. Both are good things to do and need to be considered at the start of any project(s) and should not be thought of as ‘add ons’.

So the next time you are handed a major project/program be sure to include these new tenants in your overall project equation. Success or failure will no longer be measured by completing the project on time, on budget or to the specification; but more importantly by how safe it is and how much it will impact the planet we live on.

*Moral: Embrace safety and sustainability, because they are here to stay.*

**Note – For the purposes of this article “Safety” and “Security” are synonymous and have the same meaning.**





## Progress Report...

### PMI Eastern Iowa Chapter New Web Site

Carol Scherrman, VP of Operations

As discussed in our January newsletter, the Eastern Iowa Chapter's Leadership Team identified several issues and areas for improvement with our current Web site, content management system, e-mail platform, and online registration functions. In November 2010, we began work to convert to a new system and are making progress to the cutover and "Go Live" for the new platform early in 2011.

The new PMPlatform will provide several benefits to our chapter members and leadership team. It:

- Consolidates the several disparate systems currently being used by the chapter (Web site, e-mail distribution, content management, event registration, and chapter meeting RSVP) into a single platform
- Allows members to view a master calendar of events
- Provides online registration and payment for chapter meetings or chapter-sponsored training
- Improves member navigation for finding and reading announcements, chapter newsletters and other announcements
- Enhances chapter marketing opportunities for educating members on chapter leadership roles and responsibilities
- Prints attendance forms for professional development unit (PDU) verification
- Automates many manual processes for events (registration, attendance lists, name badges, etc.)
- Allows public and "member only" areas of the site

As we also noted last month, the implementation team faced a few time management challenges with our project start-up kicking off just before the holiday season. We have made every effort to keep the project on schedule so that we get the enhanced system into production for our members as quickly as possible. We had optimistically hoped to have the system in production for members to use for our February chapter meeting registration; however, we are still working out some of the technical details related to the registration and payment system. We are hopeful that we will be able to "Go Live" in time for our March chapter meeting registration. The table below provides updates to the work completed performed in January and upcoming in February.

Timeframe	Major milestones
January 2011	<ul style="list-style-type: none"> <li>▪ Continued populating staging site with new content</li> <li>▪ Continued set up and test merchant/financial accounts</li> <li>▪ Continued work on site policies and procedures</li> </ul>
February 2011	<ul style="list-style-type: none"> <li>▪ Complete publication of new site content</li> <li>▪ Complete Leadership Team training</li> <li>▪ Complete set up and test merchant/financial accounts</li> <li>▪ Finalize site policies and procedures</li> <li>▪ Craft marketing plan to membership</li> <li>▪ Perform user testing of production site</li> </ul>
March 2011	<ul style="list-style-type: none"> <li>▪ Go Live!</li> </ul>

Until our new platform goes LIVE, we will continue to post announcements to our current Web site and will continue to send e-mail blasts regarding upcoming chapter meetings and events.

If you have any questions or concerns, please direct them to [operations@pmieasterniowa.org](mailto:operations@pmieasterniowa.org).

## DATES TO REMEMBER

### FEBRUARY 2011

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28					

10 – PMI Eastern Iowa Chapter Meeting  
 14 – Valentine's Day  
 21 – Presidents' Day

### MARCH 2011

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

10 - PMI Eastern Iowa Chapter Meeting  
 13 – Daylight Savings start (Spring Forward)

### APRIL 2011

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

7 - PMI Eastern Iowa Chapter Meeting  
 18 – Federal income tax filing deadline  
 28, 29, 30 - Region 2 Meeting (Manitoba)

### MAY 2011

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

2 - State income tax filing deadline  
 12 - PMI Eastern Iowa Chapter Meeting  
 30 – Memorial Day

## Chapter WHO's Who?

Role	Name
President	Tammy Sweat, MSPM, PMP®
VP of Communications and Publicity	Behram Kasad, MBA
VP of Education	Srikanth C Kamineni
VP of Finance	Brian Thorn, PMP®
VP of Operations	Carol Scherrman, PMP®
VP of Outreach	Suzanne Prymek, PMP®
Past President	Bhaskar Pulikal, MBA, CISA, PMP®
Director of Certifications	Denise Boeding, PMP®
Director of Individual Outreach	Mary Phelan, PMP®
Director of University Outreach	Bob Sanders, PMP®
Director of Logistics	Brian Wayling
Director of Marketing	Jennifer James, PMP®
Director of Member Relations	Geri Stivers, PMP®
Director of Newsletter	Sathian Devarajan, PMP®
Director of Professional Development	Jacque Haltmeyer, PMP®
Director of Programs	Terry Silberger
Director of Website	Mark Bazzell, MBA, PMP®