

PMI Baltimore Monthly



Baltimore Chapter
Project Management Institute®

May 2009



Memo from the Desk of the President

Where does the time go! As Jane, my wife would respond one minute at a time! We all realize that our schedules are crammed with volunteer, work, downtime and personal items, so let me cut to the chase and talk about the first Quarter of 2009. The new board is fully functional and the addition of new members to the Board and Chair positions for Awards and Special Events have brought new ideas and energy to the team. Loretta Letke, VP Membership, has sent out a survey and we had 588 respondents, which is a fantastic response. This will allow us to know the direction we need to steer the chapter to meet your needs and any new programs. Amanda Gordon, Chairperson of Special Events, spearheaded the coordination efforts for our recent special dinner event for volunteers, and is planning our September Golf Outing to support our scholarship fund. Mike Berendt is the Chairperson for Awards and has submitted two award categories, 2008 Project of the Year and 2008 Volunteer of the Year, to PMI Global Operations Center on behalf of the Chapter. No small feat!! Bob Wallace, VP of Finance continues to insure that we use every penny wisely. That reminds me that we have been noticing a slight increase of no shows at our dinner meetings, and want to make sure that everyone understands the process for meetings. We need to guarantee the meal count about four days before the meeting to the restaurant, or hotel. We plan in our budgeting to cover the cost of the room and AV equipment. Your dues cover this cost and if you do not cancel in time we pay for an unused meal. Help us to use your money wisely and please cancel your registration for the event at least four days in advance.

I digressed. The VP of Communications, Leslie Premo, is working hard to update our website page by page, an endless process. Reinstating the newsletter was the first thing on her agenda and she is well on her way with several issues behind her. Last but not least is Eric Perlstein, our VP of Programs, who has been busy in the educational area with several PMP training course by providing to support membership that is rushing to take the Third Edition PMP exam, as well as several seminars on Earned Value. I know we have a full seminar program to round off any skill areas that you may be interested in by year's end, ranging from leadership to a RMP Boot Camp, just to mention a few. All the Site Directors, too many to mention, have a well rounded program for you at

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our Lunch or Dinner Meetings. Please join us for the networking and the various speakers' topics that earn you PDUs.

In case you unaware, we have held several virtual meetings that are free that you may want to attend if work or personal commitment limits your travel. This is a new concept that we are trialing with our corporate sponsor, Unisys. We are looking to expand this area with other corporate sponsor, so if your corporation is interested in partnering with the Chapter please contact me.

Before I sign off, I want to thank the membership for all their support, ideas, and recommendations to make this chapter stronger and better, and I have not forgotten my commitment to mechanize the PDU process for the various meetings before my tenure is over.

Until next time, see you at one of our various meetings...

John T. Kos, PMP
President
PMI Baltimore Chapter
2008-2009

[2009 Membership Survey Results](#)

Submitted by: Loretta Letke, PMP, VP Membership

The PMI Baltimore 2009 Membership Survey is now complete with the highest response ever received!!

558 members or 23% completed the Survey from a total membership of 2406. The responses indicate that over 73% of those responding are either Very Satisfied or Satisfied with the services provided by the Chapter. Member communications, including the newsletter, emails, and the website were cited as the main vehicle of communication for the members. Here are some more metrics:

- The 3 top reasons for membership are Increase Professional Knowledge (81%), Networking (74%), and Obtaining PDUs (61%)
- The majority of respondents have been members over 1 year
- 99% expect to renew their membership in PMI and 98% expect to renew their membership in the Baltimore Chapter
- 73% of respondents are PMPs
- The majority of respondents have 6 or more years in the PM Profession
- One-third of the respondents indicated their willingness to volunteer for Chapter events.

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Of the numerous comments received, the top concern was ensuring that the website is up-to-date, relevant, and providing the best information in a timely manner. As a result of the Survey and various other member communications, the Board of Directors will be initiating several efforts to improve communications with the members. For instance, planning has begun to establish a Chapter Project for the re-design of the Chapter website. Also, planning has started to identify a Director of Volunteers to insure that members willing to participate are identified, contacted, and put to work!

Watch for announcements in the Newsletter and on the Website soon!

Thanks for you help in this endeavor,

Loretta

Oh, and by the way, lest I forget!! For responding to the Survey, PMI Baltimore offered a drawing for one FREE Seminar during the next year. **Bob Gallo** of Abingdon MD is the winner of the free seminar. Congrats Bob!!



Did you Know?

You can **earn PDUs** for volunteer work in the Chapter? Here is one of many opportunities for you to check out. If you feel you would like to volunteer but not at the level below, please contact Loretta and she will determine if we can match your skills and talents with other opportunities.

Chapter Accepting Self-Nominations for Director of Volunteers

PMI Baltimore Chapter is in need of a Director of Volunteers. Please see the position description below. This opportunity is open to all PMI Baltimore Chapters in good standing. If you would like to be considered for this position, please send your qualifications and why the Board of Directors should select you in an email to Loretta Letke, PMP, VP Membership at lletke1@comcast.net!

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Position: Director for Volunteers

Purpose	Act as a single point of contact and liaison between chapter members wanting to help the chapter and officers seeking volunteers.
Term Commitment	Hold the position for 1 year with a minimum commitment of 9 months
Responsibilities	<ol style="list-style-type: none">1. Develop, implement, maintain and improve on a process to solicit volunteers and post opportunities available to chapter members.2. Assist with the matching volunteers with opportunities by collecting relevant volunteer skill information and providing that information to chapter officers with opportunities; ensure that volunteer opportunities describe the responsibilities, time commitment, and skills required.3. Follow up to determine volunteer satisfaction, addressing any issues or referring them to the VP Membership.4. Advertise the volunteer program and potential opportunities.5. Develop, implement, maintain and improve on a volunteer recognition program for the chapter.
Reports Chain	VP of Membership
Required Knowledge and Skills	Enthusiastic personality; “people person” with recruiting skills; timely written communication; organizational skills; follow through
Benefits	<ol style="list-style-type: none">1. Offers opportunity to work with membership of one of the largest PMI chapters in the US and its Board of Directors2. Provides opportunity to develop communication, organization and volunteer skills.3. Opportunity to earn up to 5 PDUs for a PMP.

Time Commitment: **4-8 hours monthly once process is established; initially 12 hours per month**

Development Deliverables:

- Program to engage volunteers and match them with chapter opportunities
- Supporting project plan with milestones, schedule and deliverables
- Volunteer process description with responsibilities and procedures for the Chapter

Steady state:

Inputs:

- Queries and interest surveys from prospective volunteers
- Volunteer position descriptions from chapter officers
- Volunteer and officer feedback

Outputs:

- Volunteers matched to opportunities
- Volunteer recognition
- Volunteer database

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Upcoming Seminars & PMP Prep Classes

*** PMP Certification courses will commence again in the fall.***

Introduction/Advanced EVM

June 11 and 12

[Seminar](#) (Annapolis Junction, MD)

Earned Value Management Seminar

Presented by Messers Anthony Corridore, PMP & Emory Toomey, PMP/EVP

[More Details](#)

Our popular Earned Value Management Seminar returns; this time in a new expanded two-day format June 11 & 12. You may sign up for the introduction, or the advanced separately or for both.

UPCOMING EVENT



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EDWARDS 
PROJECT SOLUTIONS

Edwards Project Solutions

Earned Value Management with Microsoft Project 2007

We've added a 2nd class!

Because of the overwhelming response to our May class, we are now offering a second class in June at the same Columbia training center location.

The Baltimore Chapter of PMI has teamed with Edwards Project Solutions (*formerly Edwards Industries*) again to bring this valuable training course to the chapter membership at the greatly reduced price of \$495 (regular price \$830). This special offer is only available to the first 32 students that register and, if we fill the class, a sizable contribution from the proceeds will go to the PMI Baltimore Chapter to enhance the programs and events offered to its members.

This 2-day course that combines Earned Value Management and Microsoft Project 2007 will provide a clear methodology and detailed process for tracking and reporting earned value metrics with the popular scheduling tool. It will also address the *myth* that "true" earned value metrics cannot be tracked and reported using Microsoft Project.

For more than a decade, Edwards Project Solutions has guaranteed that its students will gain the skills and knowledge necessary to better management their projects. Students will learn the theory; but more important, they will learn the practical methodology, and industry "best practice" techniques necessary for successful project

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implementation. *You have our promise!*

We look forward to seeing you in class soon.



Steven S. Edwards
President & CEO
Edwards Project Solutions

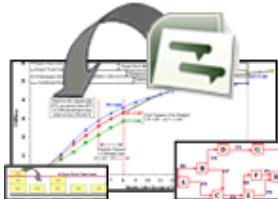


Eric W. Perlstein, PMP
Vice President of Programs
Baltimore Chapter, PMI

All Edwards Project Solutions training courses are 100% satisfaction guaranteed!



Earned Value Management & Microsoft Project 2007



Using Project 2007 to Collect and Report Earned Value Metrics

This all-new training course addresses the specific challenges associated with using Microsoft Project to track and report true and accurate earned value metrics - even when the Cost Account (C/A) is at a higher level in the WBS than the detailed tasking!

Do you need to comply with the Federal Government regulations for Project Performance Management through the Office of Management and Budget (OMB) and the ANSI 748 Standard (ANSI EIA-748-A)? Are you currently tracking earned value metrics using Microsoft Project as your scheduling tool? Are you interested in tracking these comprehensive performance metrics using Microsoft Project as your designated scheduling tool in the future?

If you answered "yes" to any of these questions, then you need to take a close look at this brand new course that combines two of the hottest topics in the project management world today - Earned Value Management and Microsoft Project. We combine these topics in this 2-day course that will present a step-by-step process for establishing, tracking and reporting earned value using Microsoft Office Project 2007. It will dispel the myth that Microsoft Project is not suited for tracking and reporting real earned value metrics on your project.

Join us at our **Columbia, Maryland Training Facility** for this exciting all-new training course that provides you with the necessary tools to better manage your projects.

[Click here](#) for more information and to register, or go directly to the on-line registration page and sign up:

[June 18-19, 2009](#)

\$495 for Members of PMI Baltimore Chapter

\$545 for other PMI Members

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\$575 for non-PMI Members

(Course list price is \$830)

PMI Baltimore Chapter Calendar of Events

June 11, Thursday

[Dinner & Networking meeting](#) (Aberdeen, MD)

PMBOK – 4th Edition Overview

Presented by Eric Perlstein

[More Details](#)

Please join us for the Aberdeen site's Chapter Dinner with Eric Perlstein providing an overview of the current version of the PMBOK. Aberdeen has seen tremendous growth this past year with many opportunities for PMP's. Come, break bread, learn what's new with PMI and network with other PMP's and PMI members.

June 18, Thursday

[Dinner Meeting](#) (Hanover, MD)

Communication Strategies for Peak Performance

Presented by Dr. Lakshmi Murty

[More Details](#)

TBD

June 22, Monday

[Luncheon Meeting](#) (Columbia, MD)

How Managing a Product Made Me a Better Project Manager

Presented by Ronald S. McCandless, PMP

[More Details](#)

Managing projects is one challenge but managing both a product and its associated projects is quite another. Becoming a product manager after a successful project implementation, Mr. McCandless spent the last two years in both roles for a federal courts project and dealt with over 150 users across several time zones as well as with local management focusing on the next version of the application. Listening to user problems, working with defects, gathering and prioritizing enhancements, and dealing with a disparate group of stakeholders were important aspects of his product management experience that provides a renewed focus on several project management areas. No matter your role in a project, communication skills are essential to performing your job and to project success. So much so that the Project Management Institute has deemed that communication skills are the most important soft skill in project management. Knowing how and when to communicate status, progress, issues, and risks can be difficult without knowing how to communicate in a project context. This presentation will provide some valuable tips when considering how to communicate with team members and stakeholders of varying interests and experience. Mr. McCandless, based out of Ellicott City, MD, is a certified PMP with over a dozen years managing information technology and aerospace projects and consulting with F100 companies, government agencies, and smaller companies on project risk, portfolio performance, and PMOs. He is also a lead assessor for asapm and is training new and experienced project managers on various topics.

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INFORMATION SESSION PROJECT MANAGEMENT AND BUSINESS ANALYSIS



Come to **UMBC Training Centers Information Session** and hear the benefits and practical applications of our programs and courses, meet our dedicated faculty and staff, and discover what UMBC Training Centers can do for you!

Wednesday, August 12

4:30 - 6:30 p.m.

UMBC Tech Incubator

Light refreshments will be served.

UMBC Training Centers is a PMI® Registered Education Provider and an IIBA™ Endorsed Education Provider.

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Training Centers

Register Today!

www.umbc.edu/trainctr/pm

Honor your colleagues or co-workers who have done exceptional work.

[PMI Professional Awards](#) are an outstanding way to honor colleagues or co-workers who have done exceptional work. You can view all of the available [PMI Professional Awards](#) and nomination deadlines online. For the [PMI Distinguished Project Award](#), you can submit a nomination at any time during the year.

Looking for some great PMI Baltimore Chapter Logo clothing? Check out ComponentWear.com. We have arranged for special orders of shirts, caps and other articles with the PMI Baltimore Chapter logo. Go to our website at www.pmibaltimore.org and click the Component Wear logo on the home page.

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Advertising Rates – 2009



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Advertising Rates – 2007 Newsletter or Web site

<u>Ad Display</u>	<u>Size</u>	<u>Cost/Issue</u>	<u>Cost/Year</u>
7.5" x 4.0"	Half Page	\$100.00	\$700.00
3.5" x 4.0"	Quarter Page	\$ 75.00	\$525.00
Business Card Size	Eighth Page	\$ 50.00	\$350.00

Advertising Special

Place a 1 Year ad in either the Newsletter or Web site, and receive a 3 month ad placement (same size) for free in the unselected publication

Rates Employment ads are one half the cost of the advertisement rates. Email Eric Perlstein, at eric@pmibaltimore.com

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All submissions including ads and articles are due on the first day of the month prior to the issue month.

March Issue Deadline	April Deadline	May Deadline
February 1 st	March 1 st	April 1 st