

President's Message

So much talent! That is exactly what I have found in my dealings with other project managers in the Canada's Technology Triangle area. Starting the chapter is a project in itself. I've NEVER had an easier project!!! As soon as the word got out that a chapter was in the works, the calls started coming. It's been every project manager's dream. The volunteers were not just those with good intentions, they also had talent and enthusiasm.

The numbers continue to astound me. Every month the chapter membership doubles. Other chapters marvel at the numbers that we are seeing. The turnout at our first meeting was a complete surprise. PMI requires 25 members to form a chapter and I was confident that there would be 25 project managers in all of the Guelph, Kitchener/Waterloo and Cambridge area who were willing to participate. With minimal marketing, one small article on the front page of the business section of The Record a week before and a few phone calls, we sparked the interest of over 130 project management professionals. As September 28, 2000 approached and the numbers grew, so did the excitement. I am also very pleased to say that we have the financial backing of several local organizations and the support of our neighboring PMI chapters.

Our chapter is a combination of all that makes up our demographic. We are a high tech chapter, an insurance chapter, a manufacturing chapter, a financial chapter, etc. The talent that has surfaced is top notch. Just check out our web design, logo, plans for education and mentoring and especially this newsletter. We are rich in experience and in skill sets. We are setting high standards for ourselves and surpassing those. During the first planning meeting for the education subcommittee it was suggest that we offer our services to other non-profit organizations. The response was an unconditional YES. We have so much to offer, not just to other project managers but to any person or organization that has a need.

The most consistent frustration that I hear from project managers is convincing our organizations of the value of project management. Sure they will say they know the value but very few walk the talk. When it comes to implementing, project management continues to be the first thing that gets 'down sized' or skipped over. It is my hope that by leading by example, providing education, mentoring and a forum for exchange, the recognition of the value of project management will become a reality. Project managers are rewarded for results, not excuses or good intentions. I am confident that with the quality of professionals that we have collected as members of our chapter, the project management profession in the CTT area will be recognized for what it can contribute to its' member organizations and the community at large. I am very proud to be a part of the chapter.

- Denise Barrett

Denise is the President of PMI CTT Chapter and the Director, Professional Services at Descartes Systems Group

In this issue

Message from the president.....Page 1
 Knowledge is Power.....Page 2
 PMI CTT chapter launch.....Page 3
 Upcoming Events.....Page 3
 Are you planning to succeed.....Page 4
 Website Launch.....Page 5
 CTT PMI – who are we?.....Page 5
 Comments...Suggestions.....Page 6

Knowledge Is Power....

The Chapter's first survey completed at our initial meeting showed that 65% of the people surveyed were interested in certification training, 41% recertification training and 55% mentoring.



Ideas



Since our first meeting, the Chapter's Education volunteers met for the first time on November 8th. This being our first meeting, we decided that we would discuss and generate ideas on what the Chapter can offer with respect to education.

Some of the ideas discussed...

- ? ? Hosting sessions before dinner meetings to assist members with
 - ?? Completing PMP application resumes.
 - ?? Q&A sessions on specific topics in preparation for exam
 - ?? Understanding PDU recertification requirements
- ? ? Chapter providing a library of material and example exams to members
- ? ? Offer beginner and exam preparation courses
- ? ? Offer Chapter presentations to local industries on the value of project management and the certification process.
- ? ? Offer Chapter presentations to local secondary, college and universities
- ? ? Encourage members to provide project management consulting to local non-profit organizations
- ? ? One on one and group mentoring
- ? ? Communicate education information to members via newsletter, and web-site
- ? ? Education chat site on web-site
- ? ? Facilitate exam preparation study groups

Chapter Education Positions

Education positions were defined for inclusion into the Chapter's Charter. It was decided that these positions could be filled by more than one volunteer and each individual would have a vote.

These positions will be filled by interested volunteers and will not be elected positions.

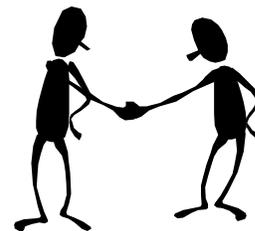
- ☞ ☞ Professional Development Director (Certification) - Liaison for the chapter for promoting PMP certification and education to the membership.
- ☞ ☞ Professional Development Director (re-certification) - Liaison for the chapter for promoting PMP re-certification and education to the membership. Promote and facilitate professional development program)
- ☞ ☞ Mentoring Director - Coordinate mentoring program.

Next Steps

- ? ? It was decided that we have a lot of great ideas that need to be prioritized, verified for feasibility and a plan put into place to implement.
- ? ? Walk before we run.
- ? ? Survey the members to see where they would like us to focus.
- ? ? Investigate what other chapters are doing, and what has been successful.

- Barb DaTerra, PMP

Barb is a Project Manager with Metafore



WE NEED YOU....

Are you interested in joining the Education committee? More hands make light work and make it more fun. If you are interested, please contact Denise Barrett at dbarrett@pmi-ctt.org

CTT launch of PMI chapter

The PMI-CTT potential chapter held its first information meeting on September 28th and was overwhelmed with the response received. Originally hoping for enough people to qualify for an independent chapter (we needed 25 founding members), over 100 people showed up to offer their support and another 30+ more responded to say they were interested but unable to attend due to travel and other commitments.

The meeting began with an introduction of our current executive. Members of our executive introduced themselves and provided a brief overview of their area (Communications and publicity, Membership and recruiting, Treasury and finance, and Education). Attendees were provided with a history of how this potential chapter had taken form, and were presented with an overview of the proposed structure of this potential chapter. The call for volunteers went out, and again the response was overwhelming.

Our PMI speaker, Brantlee Jacobs from PMI Headquarters, gave the audience insight into the structure of the PMI organization, the PMI certification process, and gave a brief outline of the benefits of PMI's Specific Interest Groups (SIG's). Although somewhat overwhelming with the number of acronyms, the presentation provided a solid base for those in attendance that had never had the opportunity to familiarize themselves with the PMI organization.

We were also fortunate to have both Pappur Shankar (president of the Lakeshore Chapter), and Michael Gauthier (president of the Southern Ontario chapter) present for this meeting to offer our potential chapter their knowledge and support.



CTT receives monetary support from the Southern Ontario Chapter

Following the presentations, door prizes donated by a number of local companies were drawn, and some lucky people went home with a nice gift to remind them of the occasion. Congratulations to those of you who won prizes.

Several companies were recognized for making significant contributions to support the launch of the new chapter. Special thanks goes to Clarica, Descartes Systems Group, Metafore, Manulife, and the PMI Southern Ontario Chapter.

Thank you to all those of you who came out to offer your support. We hope to see you all at the next function.

- Gwen Williams

Gwen is a Project Manager with Research In Motion Limited



Jim Sauve, Michelle O'Donovan, Joan Gough, Brantlee Jacobs, Denise Barrett

Mark your Calendars...

- ?? November 23rd – Dinner meeting with Keith Farnsdale. Topic - *Project Risk Management*. Keith will present a 75-minute condensation of his 2-day project risk management seminar.
- ?? January 25th, 2001 – Next planned dinner meeting.

Are you Planning to Succeed?

I've decided that I want to go back in time, but there is a catch – I want to take all of the knowledge I accrued over the last 10 or 15 years with me, and then perhaps, just go back, say, 5 or 6 years.

Imagine, managing a project in a time when:

- ✍️ Technology wasn't changing every day and the competition gave you a chance to breathe
- ✍️ Staff stayed with a company for more than six months
- ✍️ The rules of business were simple - watch the bottom line and turn a profit

So where are we today? Companies are desperately trying to regain something - time, control, a sense of accomplishment - in a marketplace where the only guarantee is that if you are not planning for change, you are planning your own demise. These are all good reasons for implementing project management, but do business leaders understand the process or comprehend the time and commitment needed to ensure a successful project?

Project management is a hot topic right now – but can it help your company succeed in today's rapidly changing economy? The answer of course is yes, but organizations (and the project team) need to understand the challenges. You will be faced with daily scope change, your project may have to transition quickly, and team members will come and go before the project is complete.

So how do you prepare? Some factors may be out of your control, but they should not be out of your scope. Ask yourself these important questions: Does your executive understand how to effectively sponsor a project? Do team members have only one focus – the project, or is time divided among several tasks? Is there sufficient interest, budget, and justification for your project to succeed? Are expectations defined for you and your team, and does the rest of the organization understand your project objectives?

If project management is new to the organization, then you need time to develop an infrastructure and garner support for project management methodology. Your organization may also want to consider contracting as an option, since you can set expectations and demand results from the contractors that would not be placed on staff members. And since contractors carry no

additional responsibilities within the company, they are able to focus entirely on the project at hand.

Education plays an important role in project management and fortunately there is a lot of assistance available for project managers in the form of professional training. This includes project management and team building courses, and perhaps more importantly in this fast-paced economy, sponsorship courses so that executive sponsors understand what is needed from them to ensure a successful project.

Before starting a project it is imperative to carefully plan and analyze requirements. Develop a clear charter and ensure that senior executives and sponsors accept and endorse it. Once the project is launched, continually monitor its progress throughout the project's life. Maintain open lines of communication with everyone involved and set milestones so that success can be measured along the way, and appropriate changes can be implemented quickly if targets are not met.

When did I find the time to put words to paper? Well, like many of you, I had another sleepless night, and when these thoughts filled my mind, I decided to get out of bed and do something about it. And, like many of you, the middle of the night is one of the few moments of uninterrupted time remaining in my frantic life.

Thankfully we have organizations like PMI working tirelessly to assist project managers. The information (and accreditation) they provide and the chapters they endorse, along with the personal knowledge we each acquire from our own experience and gather in discussions with other project management professionals, goes a long way towards our future success. No matter if you are new to the field or a seasoned veteran, there is still so much to learn. So hang on to your hats everyone; we're in for an exciting and often stressful ride.

And let me know if you are developing a mind-reading device that automatically records those midnight thoughts and lets you review them in the morning, all without leaving the comfort of your bed. I want to be part of the pilot project...

Michelle O'Donovan, PMP

Michelle is the VP of Treasury and Finance for the PMI CTT Chapter, and the Chief Project Officer at Metafore, an IT and telecommunications consulting company

CTT PMI -- Who are we?

As you looked around the room at the kick-off meeting of the CTT PMI group, you could almost divide the people into two types: those who thought +100 project managers in a room in KW was perfectly normal and those who were stunned at the turnout. I was one of the stunned. There was almost a surreal "Field of Dreams" aspect of build it and they will come. Who were all these people and why did they come?

KW has other Project Management groups who have not experienced this kind of support, so the question becomes "what is motivating this group?". The answer of course is the unifying aspect of the Project Management Institute. Since its founding in 1969, Project Management Institute (PMI®) has grown to be the organization of choice for project management professionalism. With over 60,000 members worldwide, interest in the project management profession is at an all-time high.

Project management started in the early 1960's as a technique for managing major defense projects and was quickly assumed by the construction and aeronautics industries. Today many modern organizations are now built around projects, and success becomes a gauge of how well the organization can deal with the flexibility and quick response required by competitive factors.

Do we follow the same pattern? Who are we in the local CTT PMI chapter? What industries are represented? What titles do we hold?

Well - our chapter does not have any of the three early adopting industries of defense, construction or aeronautics. A review of the survey details indicates that 55% of the people are involved in "high tech" enterprises, 40% in very large, mature organizations and 5% in "other". High tech includes software, eBusiness, services and engineering companies. Mature organizations represent diverse industries such as government, insurance, manufacturing, health care and education.

It is interesting to note that a full 47% of those responding did not have the words Project Manager in their job title. We also have Presidents, Directors, Controllers, Quality Specialists, Business Solution Specialists, Analysts, Administrators, Coordinators, Consultants, Lecturers and Students.

Within the survey format, we also answered why we came. 66% were interested in PMBOK education. Quarterly/bimonthly meetings were the preference as was the website/newsletter format. Perhaps an example of task oriented project managers who want to achieve certification but are too busy to meet too often.

Overall, our chapter is a good example of the strength of project management as it transcends one industry or one position -- Different businesses, different organizations united by one methodology. This diversity and breadth of industry scope will be interesting to explore in the coming months as we form as a group.

- Deborah Strauss, MBA

Deborah is the Integrated Business Project Manager with Schneider Corp.

Introducing CTT's New Website...



www.pmi-ctt.org

Ashok Goyal has created and will maintain this site. All comments and suggestions are welcome. Drop Ashok a line at agoyal@pmi-ctt.org

Comments...Suggestions?

As this was our first attempt at a newsletter, the format is still a work in progress and will change in the coming months. To ensure the continued success of our newsletter we are asking for article submissions. These articles have no length requirements. Our chapter benefits by drawing from a broad group of organizations, and we currently have a number of members with different backgrounds (in both experience and industry). This translates into the opportunity for people to share their knowledge and experience with other members. We will keep a database of articles from which we will select each month. We cannot guarantee that the article will be published in the month following submission, but will try our best to accommodate any special requests.

We would also like to know what you, as readers, would like to see us focus on in upcoming issues. We would like to ensure that we are providing our members with the information they are looking for. If you have any comments, or suggestions, we would love to hear them. Please drop a line to Jim Sauve at jsauve@pmi-ctt.org.

Name your newsletter!!!

We need your help...your newsletter needs a name. We want this newsletter to belong to the entire chapter. As such, we would like to ask for your input in coming up with a name. Please forward all suggestions to Jim Sauve at jsauve@pmi-ctt.org. The selected name and the name of the person who submitted it will be announced in next month's newsletter. Thanks in advance for your input.

Can you donate your time?

Volunteers are an integral part of ensuring the continued success of the CTT chapter. We currently have a number of people that have offered to volunteer their time and effort, and we would like to express to them a sincere thank you. If you would still like to become a member of our volunteer team, please send a message to Denise Barrett at dbarrett@pmi-ctt.org

Special thanks to our contributors...

Denise Barrett, Michelle O'Donovan, Deborah Strauss, and Barb DaTerra for providing us with content for our newsletter,
Jeff Walter for the wonderful job on graphic design,
Gwen Williams who volunteered to be the newsletter's editor,
And NC Pestill who provided us with printing support. Thanks for your assistance!