
Project Management Community Meeting

Project Management Center of Excellence
January 8, 2013



Agenda

- Welcome & announcements
 - EPLC Update
 - IT PM Training
 - IT PM Training: Courses Planned for 2013
 - Brown Bag Sessions
 - February Meeting
 - Program Presentation
 - PMCoE Info and Links
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EPLC Update

- HHS EPLC Workgroup is finalizing revisions to several EPLC Artifacts, including the Business Case, Alternatives Analysis, Tailoring documents, and Stage Gate Review template and guide.
 - The next phase will include additional collaborative job aids, including information on tailoring and Agile activities. If you have any suggestions for documents that would be helpful to your IC, please contact Jane Small (jane.small@nih.gov).
 - [Announcements of ongoing activities](#)
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IT PM Training

- Courses will be posted on the [CIT Training website](#) under the “Project Management” category once they are available for registration, about 2 - 3 weeks prior to first day of class.
 - Priority is given to Enterprise System and IC identified FAC-P/PM candidates (nominated by ES Program Managers and CIOs).
 - Please feel free to join the waitlist if classes are full when you check the site.
 - Upcoming courses:
 - Agile Project Management (3 days) – January 29 - 31
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IT PM Training: Courses planned for 2013

- January: Agile Project Management (3 days)
 - February: IT Project Management and Risk Management (5 days)
 - March: Scheduling and Cost Control (4 days)
 - March: Leading Complex Projects (3 days)
 - May: How to Gather and Document User Requirements (4 days)
 - June: Requirements Management (3 days)
 - July: Project Leadership and Communication (3 days)
 - September: Applied Earned Value Management (3 days)
 - October: Foundations of Business Analysis (3 days)
 - December: Systems Integration Project Management (3 days)
 - April and September: EPLC I & EPLC II
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Brown Bag Sessions

- Brown Bag sessions give NIH project managers an opportunity to share your experiences and insights with other community members. These sessions are very informal; you can bring visual aids, slides, etc., or just verbally share your insights! Either way, we are interested in hearing about the project management work in your IC.
 - If you want to participate in these sessions and/or have suggestions and ideas for Brown Bag topics please email: manivannanm@mail.nih.gov and jane.small@nih.gov
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Brown Bag Sessions

- We'll begin with the following topics:
 - Project/ Portfolio Management Tools
 - Tell us about the tools that you use for managing projects (and portfolio of projects); why you selected these tools, how useful they are, and what you'd like to change about them.
 - Project Reporting
 - Tell us about how you report on your projects. What kind of status reports and progress reports do you share with the various levels of management? In addition to cost and schedule tracking what else goes into your project reports? Do you have standardized templates for all project reporting in your organization or do the PMs develop their own unique mechanisms?
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February Meeting

- Speaker

- Elizabeth Larson, *PMP*, CBAP, CSM
 - CEO, Watermark Learning

- Topic

- I don't Have Time to Manage Requirements.
My Project is Late Already!



Program Presentation

- Speaker

- Hector Del Castillo, *PMP, CPM, CPMM*

- Product Marketing Director, Association of International Product Marketing and Management (AIPMM)

- Topic

- Differences between Project Management and Product Management

PMCoE Info and Links

- Join the PMCoE/PM Community Listserv
 - Send an email to listserv@list.nih.gov with a blank subject line and include the following in the body: subscribe PMCoE-L <your name>
 - Join the IT Project Management Group on NIH Yammer
 - Sign up to [Yammer](#) with your "First name.Last name@nih.gov" address; you'll find the IT Project Management Group in the Groups Directory
 - [Presentation Slides](#)
 - [EPLC](#)
 - [FAC-P/PM](#)
 - [OAMP - FAC-P/PM](#)
 - To join the list, send an email to listserv@list.nih.gov with a blank subject line and include the following in the body: subscribe FAC-PPM-L <your name>
 - Questions? Email FAC-PPM@nih.gov
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Contacts

- For general PMCoE/ PMC (Project Management Community) information, contact:
 - Jane Small, jane.small@nih.gov, 301-435-2980