

The 2009

Project Management Office Summit

Develop and Implement a PMO to Maximize Project Efficiency and Eliminate Waste



Leverage Your PMO in Tight Economic Times
Position your PMO to cut projects that have spiraled out of control and increase business efficiency

Increase Project Transparency
Ensure that all team members are familiar with the priorities, budget and status of the project

Identify Projects that Need Attention
Learn how to boost IT efficiency, cut costs and improve delivery

Align Your PMO to Business Needs
Identify how your strategic PMO can provide maximum value to your organization

In Association with:



Earn up to 18 PDUs

www.PerformanceWeb.org/PMO



Who Should Attend:

- Project Managers
- Program Managers
- Performance Management Staff
- Portfolio Directors
- Program Directors
- Program Analysts
- IT Directors
- PMO Directors
- Team Leaders
- Project Support Staff
- Acquisition and Procurement Officials
- Anyone Involved in Process Improvement
- Quality Assurance Personnel

Pre-Conference Seminar: Wednesday October 14, 2009

Pre-Conference Seminars are hands-on, interactive sessions with specially designed exercises and projects that have immediate application. With this full day application session, you will enhance your training experience by establishing a reference point of knowledge, language and methodologies for the rest of the event. This seminar will dive deep into PMO Implementation to help improve your expertise and gain knowledge of practical tools to implement from field experts. Enrollment space is limited, so register today to reserve your seat.

8:30
Registration and Continental Breakfast

9:00
Pre-Conference Seminar

PMO Implementation: Learn How to Properly Execute a PMO

Building your PMO can be a complicated procedure. There are many options to consider when creating one, and there are so many places where everything can go wrong. Being able to learn from the mistakes of others will help increase your chances of success and have a better understanding of the process. This seminar will address the real-life lessons learned from implementing a PMO and how to properly go about executing a PMO in your office successfully.

Key Learning Objectives:

- Discover what to do and what not to do in order to create an efficient PMO
- Learn how other organizations implement their PMO, which strategies worked and which strategies to avoid
- Identify problematic issues that may arise and learn how to increase business efficiency

Dr. Gary J. Evans, PMP®
President, CVR/IT, LLC

12:00
Lunch Break

1:00
Seminar Continues

4:00
Seminar Adjourns



Develop an Effective Project Management Office to Ensure Your Projects Meet Time, Quality and Budget Standards



Day One: Thursday October 15, 2009

8:30

Registration and Continental Breakfast

9:00

Keynote Address: Develop a Business Case for PMO Success

Project Management Offices are becoming even more critical during the recession as they offer important IT governance in making sure all organizational projects are aligned with corporate goals while also cutting out waste. This keynote address will offer proven cross-industry strategies and case studies to support the PMO business case and measure PMO effectiveness. Discover not only the benefits of implementing a PMO but also learn to communicate these benefits to senior executives to gain buy-in and successfully drive organizational results.

- Efficiently manage the human and financial resources of the organization in support of the business strategy
- Identify and reduce organizational projects that have spiraled out of control
- Obtain the buy-in and support of functional units by utilizing the technology made available

Shawn D. Belling, M.S., PMP®

Project Manager/Adjunct Instructor of Project Management,
UW-Platteville, Lakeland College, UC-Irvine

10:00

Break & Refreshments

10:15

Build a World-Class Project Management Office: Implement Key Techniques to Align Your PMO to Organizational Goals

- Discuss the five maturity levels of a PMO along with each stage's characteristics
- Review each phase's objectives, activities, outcomes and key deliverables
- Extend the PMO's influence beyond the project lifecycle and into strategy formulation and execution

Maureen Weverka

First Vice President of Strategic Development, Mutual of Omaha

11:15

Project Portfolio Management: Learn How to Select the Right Projects

- Streamline the PMO and PPM to enhance your organization strategic goal
- Implement a consistent approach to planning and execution
- Understand how to implement your PPM strategy to deliver new products and services

Andrea Krasnoff, PMP®

TSPM, Director, TenStep, Inc.

12:15

Lunch Break



“There were several key takeaways and some great ideas we hope to incorporate at our organization.”

Laurie Menner, CDI Talent Management



Day One, Continued: October 15, 2009

1:15

Successfully Market Your PMO Internally and Achieve Organizational Buy-In

- Establish the communications that will help achieve organizational buy-in for your PMO
- Determine the right PMO deployment model for your organization
- Focus on how the PMO will provide value to the organization

Andrea Krasnoff, PMP®

TSPM, Director, TenStep, Inc.

2:15

Break & Refreshments

2:30

Create an EPMO Today: Add Strategic Focus to your PMO Services

- Examine the various PMO structures for enterprise implementation
- Review strategies for determining if an EPMO is right for your entire organization
- Create an efficient EPMO environment to allow for growth and expansion

Thomas Cutting, PMP®

Senior Manager, Prosum Consulting Group

3:30

Develop PMO Measures and Metrics for Improved Organizational Success

- Determine how to select the appropriate measures and metrics to evaluate PMO performance
- Deliver key factors for shareholder consensus
- Build key performance measures for decision support and buy-in

Dr. Gary J. Evans, PMP®

President, CVR/IT, LLC

4:15

Conference Adjourns



“Presenters offered practical information that I can apply.”

Patric Poole,
Omaha Public Power District



Day Two: Friday October 16, 2009

8:30

Conference & Registration & Continental Breakfast

9:00

Keynote Address: Lessons from a Mature PMO

Being able to effectively identify various operational challenges before they arise can make the difference in implementing a successful PMO. The team needs to discover how to expand the role of the PMO over time and understand how to implement a PMO strategic plan and plan for the future. This keynote address will discuss what barriers you can possibly expect once your PMO is fully operational and the lessons learned.

- Discover the dilemmas of PMO Success
- Improve on existing deliverables continuously and build for the future
- Rethink how to engage your stakeholders on thought leadership topics

Mike Stratton

Senior Project Manager, BCA Program Planning & Control Core, The Boeing Company

10:00

Break & Refreshments

10:15

Utilize Your Project Management Office to Mitigate Risk

- Develop tools to help project teams identify risks
- Create risk impact analysis techniques to use for large and small projects
- Identify common risk mitigations and contingencies for PMOs

Janice Y. Preston, MBA, CPA, PMP®

Chief Operating Officer, Core Performance Concepts Inc.

11:15

A Road Map for the High Impact PMO

- Learn new, business-driven strategies for managing a high impact PMO
- Understand how to avoid the many unintended, negative consequences of project management theories and standards
- Discover techniques for thinking “outside-the-box” of the traditional PM community to ensure a business driven and results oriented PMO

Mark Price Perry

Senior Vice President, BOT International

12:15

Conference Adjourns

Post-Conference Workshop:



Friday October 16, 2009

Post-Conference Workshops are practical, supplementary application sessions which incorporate and review tools, techniques and methods presented during the event. Participants will obtain a further understanding of how to use newly acquired tools and cutting-edge strategies to improve your PMO today. Through group exercises and scenario-based learning, you'll walk away with the expertise and resources needed for immediate and practical application. Enrollment space is limited, so register today to reserve your seat.

1:15

Post-Conference Workshop: Seven Ways to Energize Project Portfolio Management

Every enterprise invests resources (money; time) in projects and every enterprise has a process through which those projects are selected and funded. But where did that process come from? Project Portfolio Management (PPM) is the primary business process that underlies execution of an organization's Business Strategy. It is through PPM that we prioritize, fund, oversee and evaluate our projects. Effective PPM ensures that we do the right projects at the right time, and it helps us to maximize the Business Value that we obtain from each project. This workshop explains the purpose and benefits of PPM, and presents seven steps that you can take to make PPM more effective in your organization.

- Understand Why PPM is critical to any business
- Comprehend the nature of the project portfolio
- Discover how Project Portfolio Management (PPM) helps us manage the project portfolio

Dr. Gary J. Evans, PMP®
President, CVR/IT, LLC

4:15

Workshop Adjourns

"It was great to hear from experienced, expert, PMO professionals."

Bob Massengill,
Wake Forest University





Sponsorship Opportunities

As a conference and training provider, The Performance Institute is an expert in bringing together leaders to share and discuss best practices and innovations. We connect decision-makers with respected solution providers.

The Institute offers four different pre-designed sponsorship packages:

- Event Co-Sponsor
- Session Sponsor
- Luncheon Sponsor
- Exhibit Booth Sponsor

For more information on sponsorships or to get started, contact Jessica Ward at 202-739-9707 or Jessica.Ward@PerformanceInstitute.org

In-House Training

One of the more popular vehicles for accessing the Institute's educational offerings is the delivery of on-site trainings and management facilitations. Bringing a training or facilitation in-house gives you the opportunity to customize a program that addresses your exact challenges and provides a more personal learning experience, while virtually eliminating travel expenses. Whether you require training for your department or for an organization-wide initiative, the advanced learning methods employed by the American Strategic Management Institute will create an intimate training atmosphere that maximizes knowledge transfer to enhance the talent within your organization.

CUSTOMIZATION

We realize that not all obstacles can be overcome by applying an "off-the-shelf solution". While many training providers will offer you some variation of their standard training, the American Strategic Management Institute's subject matter experts will work with you and your team to examine your programs and determine your exact areas of need. The identification of real life examples will create a learning atmosphere that resonates with participants while at the same time providing immediate return on your training investment. Using interactive exercises that employ actual projects or scenarios from your organization, instructors can address specific challenges and align the curriculum of each session to your objectives. While the majority of on-site trainings are focused on smaller groups, the American Strategic Management Institute also has the ability to accommodate organizational-wide training initiatives. Utilizing multiple instructors, The Institute has the capacity to deliver courses to groups of up to 300 participants per day.

AREAS OF EXPERTISE

On-site delivery of single courses, certification programs and entire packages of specialized courses are available in the following areas:

- Strategic Planning
- Performance Measurement
- Project Management
- Lean Six Sigma
- Workforce Management
- Budgeting and Forecasting
- Contracting
- Performance Reporting
- Program Evaluation
- Administrative Management
- Change Management
- Balanced Scorecard

For more information about this and other PI in-house training options, please contact Jennifer Mueller at 202-739-9619 or Jennifer.Mueller@PerformanceInstitute.org

The 2009 Project Management Office Summit



Logistics & Registration

VENUE & HOTEL

The 2009 Project Management Office Summit will be held at Crowne Plaza Hotel in San Diego, CA. Complimentary breakfast, lunch and refreshments will be provided each day.

Conference & Hotel Address:

Crowne Plaza San Diego
2270 Hotel Circle North
San Diego, CA 92108
T: 888-233-9527 F: 619-297-6049

A limited number of rooms have been reserved at the Crowne Plaza San Diego at the prevailing rate of \$137.00 a night until September 14th, 2009. Please call the hotel directly and reference code "The Project Management Office Summit" when making reservations to get the discounted rate. This rate is based on the Government Per Diem and is subject to change.

TUITION & GROUP DISCOUNTS

Government Only	Early-Bird Rate*	Regular Rate
Conference Only	\$1199	\$1299
Pre-Conference Seminar	—	\$399
Post-Conference Workshop	—	\$199
Conference, Seminar & Workshop	—	\$1699

* For the Early Bird Rate, Register by August 14th, 2009

The Performance Institute offers reduced tuition to groups of three or more. For more information please contact Melvin Hall at 202-739-9630 or email him at Melvin.Hall@PerformanceInstitute.org

PDU's PMI Registered Education Provider



PDU's: 18 (Eleven for the two day conference, six for the Project Management Workshop)

The Performance Institute has been reviewed and approved as a provider of project management training by the Project Management Institute. As a PMI Registered Education Provider (R.E.P.), The Performance Institute has agreed to abide by PMI established quality assurance criteria. "PMI" and the PMI logo are service and trademarks registered in the United States and other nations; "PMP" is a certification mark registered in the United States and other nations; "PMBOK" and "CAPM" are trademarks registered in the United States and other nations by the Project Management Institute, Inc., which is not affiliated with The Performance Institute.

Cancellation Policy

For live events: The Performance Institute will provide a full refund less \$399 administration fee for cancellations four weeks before the event. If cancellation occurs within two weeks prior to conference start date, no refund will be issued. Registrants who fail to attend and do not cancel prior to the event will be charged the entire registration fee.

For webinars: The Performance Institute will provide a full refund less \$50 administrative fee for cancellations four weeks before the event. If cancellation occurs within two weeks prior to conference start date, no refund will be issued. Registrants who fail to attend and do not cancel prior to the meeting will be charged the entire registration fee.

All the cancellation requests need to be made online. Your confirmation email contains links to modify or cancel registrations. Please note that the cancellation is not final until you receive a written confirmation.

Payment must be secured prior to the conference. If payment is not received by the conference start date, a method of payment must be presented at the time of registration in order to guarantee your participation at the event.

Quality Assurance

The Performance Institute strives to provide you with the most productive and effective educational experience possible. If after completing the course you feel there is some way we can improve, please write your comments on the evaluation form provided upon your arrival. Should you feel dissatisfied with your learning experience and wish to request a credit or refund, please submit it in writing no later than 10 business days after the end of the training to:

The Performance Institute: Corporate Headquarters
805 15th Street NW, 3rd Floor
Washington, D.C. 20005

Note: As speakers are confirmed six months before the event, some speaker changes or topic changes may occur in the program. The Performance Institute is not responsible for speaker changes, but will work to ensure a comparable speaker is located to participate in the program.

If for any reason The Performance Institute decides to cancel this conference, The Performance Institute accepts no responsibility for covering airfare, hotel or other costs incurred by registrants, including delegates, sponsors and guests.

REGISTRATION

1. ONLINE at www.PerformanceWeb.org/PMO
2. VIA FAX to 866-234-0680
3. VIA PHONE to 877-992-9521
4. VIA MAIL to 805 15th Street NW, 3rd Floor, Washington, D.C. 20005

- Yes! Register me for 2009 Project Management Office Summit
- Add the pre-conference seminar
 - Add the post-conference workshop
- Please Call me. I am interested in a special Group Discount

Delegate Information

Name _____ Title _____

Office _____ Organization _____

Address _____

City _____ State _____ Zip _____

Telephone _____ Fax _____

Email _____

Payment Information

- Training Form/Purchase Order
- Check (accepted by mail only)
- Credit Card

Credit Card Number _____ Expiration Date _____

Name on Card _____ 3 Digit Card verification # _____

Billing Zip Code _____

Please make checks payable to: The Performance Institute

Priority Code: T332PI-WEB

Discounts

- All 'Early Bird' Discounts must require payment at time of registration and before the cut-off date in order to receive any discount.
- Any discounts offered whether by The Performance Institute (including team discounts) must also require payment at the time of registration.
- All discount offers cannot be combined with any other offer.
- Discounts cannot be applied retroactively