



"Everybody has a PLAN until they get  
PUNCHED in the mouth."

Speaker: LaToshia Norwood, PMP

Company: L'Renee & Associates

Website: [www.ireneellc.com](http://www.ireneellc.com)

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- Please put your phone on silent mode
- Q&A will be taken at the close of this presentation
- There will be time at the end of this presentation for you to take a few moments to complete the session survey. We value your feedback which allows us to improve this annual event.

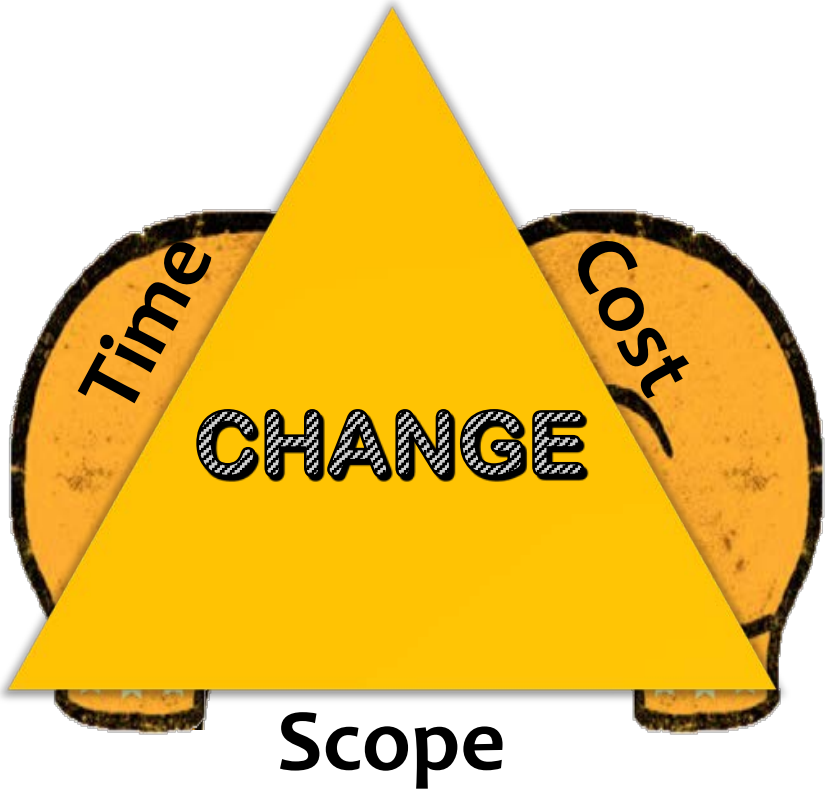


"Everybody has a **PLAN**  
*until* they get **PUNCHED**  
in the **mouth.**"





# Triple Constraint



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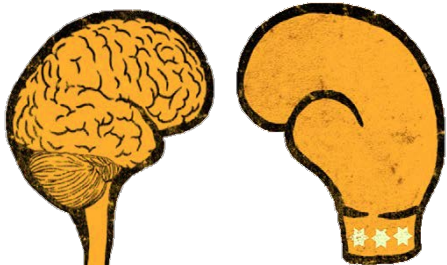
Confirm receipt on the Change Request

1

- Verbal
- Written

# Acknowledge

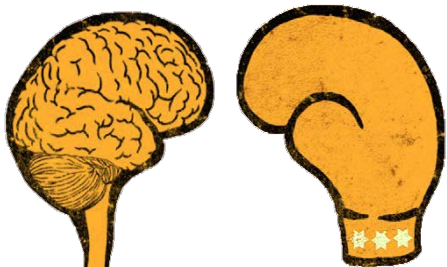
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- Read the Change Request end to end
- # 2 Review
- Identify changes to the project:
- Scope
  - Time
  - Cost
- 



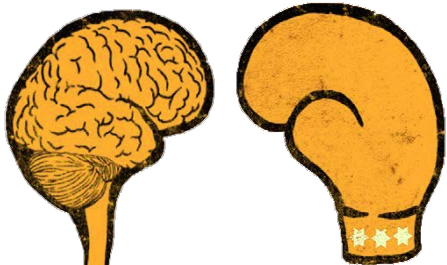
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Determine the impact the Change Request has on the project:

3

# Assess

- Scope
- Time
- Cost
- Quality
- Human Resources
- Communications
- Risks
- Procurement
- Stakeholders

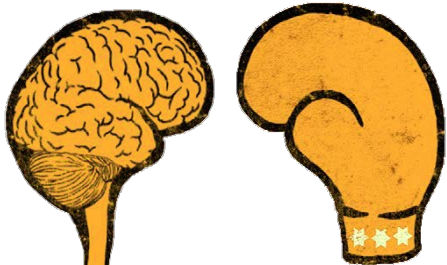


Discuss the business reasons and impact the Change Request has on the project with:

4

- Change Control Board
- Project Sponsor
- Project Team
- Key Project Stakeholders

# Communicate



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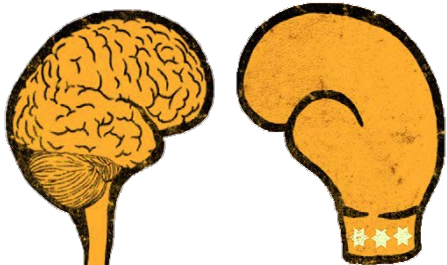


Submit Change Request for formal approval to:

5

- Change Control Board
- Project Sponsor
- Key Project Stakeholders

**Approve**



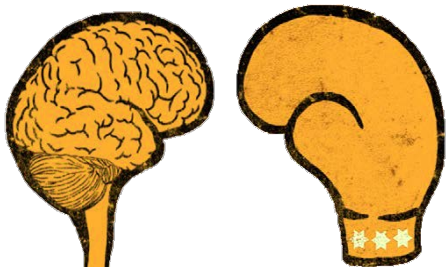
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Update project plan and supporting documents based on the Change Request decision:

6

# Document

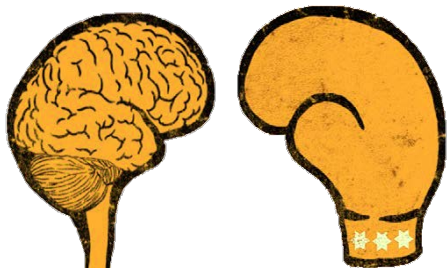
- Scope Man. Plan
- Time Man. Plan
- Cost Man. Plan
- Quality Man. Plan
- HR Man. Plan
- Communications Man. Plan
- Risk Man. Plan
- Procurement Man. Plan
- Stakeholder Man. Plan



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# 7 Implement

- Assign Change Agents
- Ensure implementation of the Change as per APPROVED Change Request



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- Manage the resistance (internal/external)
- Monitor implementation and completions of the

**APPROVED** Change Request

# 8 Manage

Monitor impact of the **APPROVED** Change Request

Report any deviations to:

- Change Control Board
- Project Sponsor
- Project Team
- Key Project Stakeholders



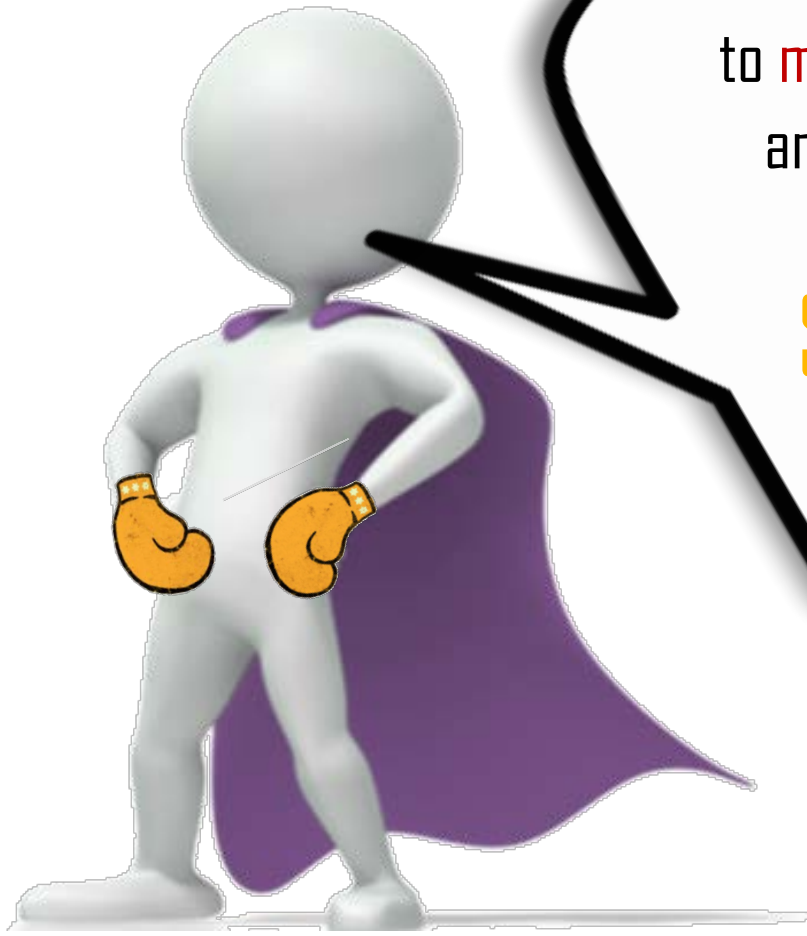
# 8 -Steps for Dealing with Change

- 1 Acknowledge
- 2 Review
- 3 Assess
- 4 Communicate
- 5 Approve
- 6 Document
- 7 Implement

8 **MANAGE!**



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Remember, your ability  
to **manage** the **change**  
and its impact will  
determine the  
**SUCCESS**  
of the project!



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@WeAreLRenee

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***Thank You***