

PMIH - NewsletterTM

June 2011, Vol. 1, No. 1



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Message from PMIH

Karen Duncan, PMP
VP Marketing



Dear Members,

WOW! It is hard to believe that we are almost at the halfway point of 2011! It seems like New Year's was just yesterday! These milestones provide an opportunity to reflect on the past months and challenge ourselves - "What have I done in 2011?", or perhaps a better question is "What have I done *with* 2011?" It is so easy to get caught up with activities – not necessarily a poor use of time, but are they activities with a purpose or simply activities? How have you grown since the beginning of the year? Have you even been *on* your priority list for the past months?

Competitive advantage is so important today. Are you competitive in your organization and in the marketplace? What are you currently doing to sustain and build your competitive advantage? PMI provides many member benefits to assist you with developing your professional skills and your career. Do you take advantage of them? Do you know about them?

I want to challenge you to investigate the services, tools and opportunities that are at your disposal through your PMI membership.

Log onto www.PMI.org and spend some time purposely looking at the offerings.

- Need help with developing your CV? PMI can help.
- Interested in career coaching? PMI can help.

- Seeking direction on skills development? PMI can help.

As a PMI member, you have free access to:

- Professional Development services, including
 - PMI-sponsored seminars, training and events
 - a Career Development Framework to provide a road-map for your personalized professional development, including OPM3 certification
- Communities of Practice so you can connect with others around the world who have interests in 30+ specific areas
- FREE on-line access to thousands of publications, including
 - Thirteen Global PMI Standards and Practices (PMBOK® Guide and Standards)
 - Current and completed research projects (Knowledge Center – Completed Research)
 - Books and published articles (Knowledge Center – eReads and Reference)
 - Monthly Global and Local Chapter publications and newsletters (Knowledge Center - Publications and More)

I truly believe that the value of what we get out of something correlates to the value we put into it. So, I challenge you to "put something in" to PMI – resources at your disposal through your global PMI membership, and opportunities that are available to you through our local Houston Chapter. Attend one of our five monthly meetings, participate in our social networking events, volunteer on one of the Chapter committees, or volunteer on one of the upcoming community outreach activities. Come on and jump in! Let's all finish the year with a stronger network and skills than we had on January 1st!

Best regards,
Karen Duncan
VP Marketing

Message from PMIH

Bob Masch, PMP

Senior VP Internal Operations



Dear Members,

Time Management Lessons from Randy Pausch

Does it seem like time is speeding up? The first quarter of 2011 is over and we are racing towards the end of the year. Where does time go? I guess I wouldn't feel so bad if I had accomplished all I wanted to but it seems as if I have spent more time playing politics than being productive. So I am writing this article with hopes that I can refocus my energy and priorities to spend time where it matters the most. I'll turn to Professor Randy Pausch to help me manage my time.

Professor Randy Pausch of Carnegie Mellon University died recently after being diagnosed with terminal cancer. Who better to tell me about time management than a person who knows his time is limited. His story is sad but the lessons are timeless. Here are some highlights of his presentation on time management:

- We can make things up like money and prestige but we can't make up time - once we spend it its gone forever
- Time is the only commodity that matters
 - Trade money for time (e.g. pay someone to do the lawn so you can spend time with your family or friends)

- Don't put off what you can do today ... time is ticking away
- Time is money – think of your time in terms of money
 - Every minute you waste you are costing your organization money
- Bad time management equals more stress
 - Don't you get more stressed out the more you procrastinate?
 - Your boss and colleagues also get stressed out the more you fail to deliver on your time commitments
 - Doing things late costs more
- Minimize interruptions – it takes much time to recover from them
 - Also minimize interrupting others
- Maximize fun
 - Your perspective on life changes when you know life is short
 - Concentrate on enjoying every moment
- Ask yourself “Why” you are doing something
 - Knowing why help you set your goals and priorities
 - Planning is easier when you know why you are doing something
 - Establish rules for balancing work / life

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- Ask for Help
 - Delegate and be specific
 - Empower others to get it done
 - Treat others with dignity and respect
 - Reinforce positive behaviors
- Ask yourself what will happen if you don't do something
 - Is not doing something really that bad?
 - Not doing something can free you to do the right things at the right time for the right reasons
- Dreams are important – if you don't dream it you won't accomplish it
- What do I need to get done - Have a plan
- Failing to plan is planning to fail
 - Create to do lists
 - Break down your plan into doable steps
 - Small successes are important to accomplishing your overall goals
- Do the ugliest thing first – get the hardest things out of the way
- Do what you say you are going to do
- Finish what you start

Take advantage of the time you have left. You never know when the thief is going to come and take it away from you.

Thanks
Bob Masch
Senior VP Internal Operations
PMI Houston Chapter Inc.



Message from PMIH

Pankaj Gupta, *PMP, MBA, SE*
VP - Communications



Hello PMIH members

Thank you for supporting the 2011 PMI Houston Conference & Expo. We look forward to your continued support to make this event more valuable and successful.

We also want to thank our sponsors and vendors whose support is invaluable to the chapter and our community as a whole. Refer to subsequent pages to get familiarize with PMIH sponsors.

As always, please reach out to your PMIH Board and representatives for your queries. We welcome your support, feedback and input for continuous improvement to make PMIH Houston chapter provide more value to our members.

Thank You
PMI Houston
Conference
& Expo 2011
June 7-9, 2011
George R. Brown Convention Center

Best regards,
Pankaj Gupta, PMP, SE
ypcomm@pmihouston.org
VP Communications
PMI Houston Chapter, Inc.



2011 Communications Theme: "Do More with Less"

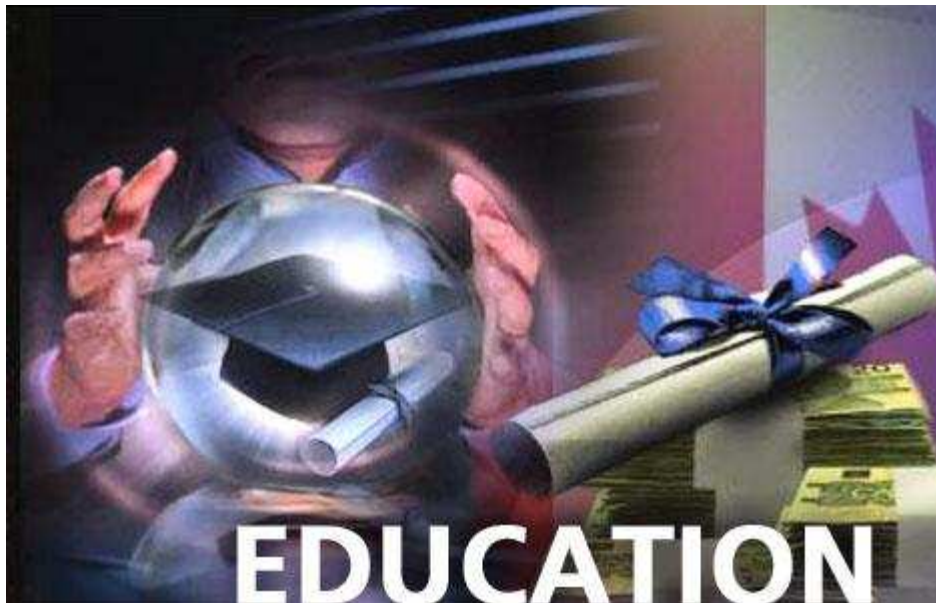
Training and Events Calendar

June 2011 - July 2011

June PMIH Trainings

The Project Management Institute - Houston Chapter, Inc. is offering the following trainings for your professional development cycle and you can register to the following trainings by visiting <http://www.pmi-houston.org>

- PMO
- Principles of Project Management
- PMP® & CAPM® Prep - 4 day
- Business Analysis etc



PMP® & CAPM® Prep - 6 Saturday

6/4/2011 - 7/16/2011

This course is the compressed 4-day version of the popular PMP® Review Course. It is a good alternative for those project managers wishing to attend the PMP® Review class in a condensed fashion over the course of one week. This course meets the PMI's 35-hour class requirements for PMP® certification. [...More Info...](#)

PMP® & CAPM® Prep - 4 day

6/20/2011 - 6/23/2011

This course is the compressed 4-day version of the popular PMP® Review Course. It is a good alternative for those project managers wishing to attend the PMP® Review class in a condensed fashion over the course of one week. This course meets the PMI's 35-hour class requirements for PMP® certification. [...More Info...](#)

** Refer to the www.pmi-houston.org for last minute updates

July PMIH Trainings

Project Management using MS Project 2007

7/11/2011 - 7/12/2011

This two day course trains the student to use Microsoft Project 2007 in managing projects in compliance with the PMI PMBOK® Guide standards.

Additional topics include setting up templates to permit re-use of a good project plan, the use of customized views and tables, sharing resources between projects, and creating a master project to view multiple projects as a whole. [...More Info...](#)

PMP® & CAPM® Prep - 4 day

7/18/2011 - 7/21/2011

This course is the compressed 4-day version of the popular PMP® Review Course. It is a good alternative for those project managers wishing to attend the PMP® Review class in a condensed fashion over the course of one week. This course meets the PMI's 35-hour class requirements for PMP® certification. [...More Info...](#)

** Refer to the www.pmihouston.org for last minute updates

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[Resources](#)



PMIH Meetings Overview

Venues Info for June 2011

Galleria Venue:

- **Galleria Meeting:** TBD

Where: HESS Club - 5430 Westheimer Road, Houston, TX 77056

North Venue: TBD

- **North Meeting:**

Where: Strack Farms Restaurant,
5707 Louetta, Spring, Texas 77379

University of Houston Venue:

- **UH Meeting:** TBD

Where: Univesity center, Caribbean Room (Room 75)
University of Houston, Houston Texas 77204-3038

** Refer to the www.pmihouston.org for last minute updates

Southwest meeting Venue:

- **Southwest Meeting: Acquisition Integration & Divestitures Progressive Collaboration**

Wednesday June 15, 2011 | 5:30pm to 6:30pm

Where: Schlumberger Sugar Land Campus
Forum Café, 210 Schlumberger Drive

Downtown meeting Venue:

- **Downtown Meeting:** TBD

Where: Main Houston Public Library Branch
Concourse Level Meeting Room
500 McKinney Street, Houston, Texas 77002

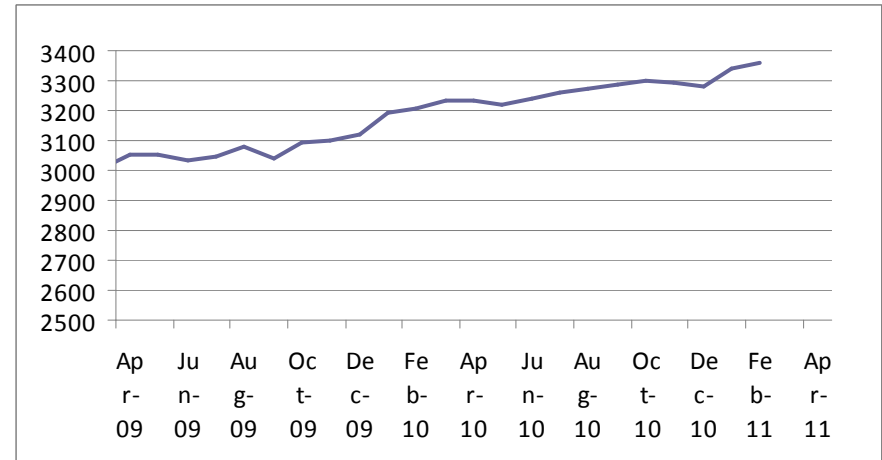


Statistics

PMI - Houston Chapter, Inc.



The following graph shows the number of members at the PMI Houston Chapter, Inc.



Statistics for the PMI Houston Chapter meeting attendance by area are in final stages of compilation by the respective committee:

	North	Galleria	Southwest	Westside	Downtown	UH
January	43	101	29			22
February						
March						
April						
May						
June						
July						
August						
September						
October						
November						
December						

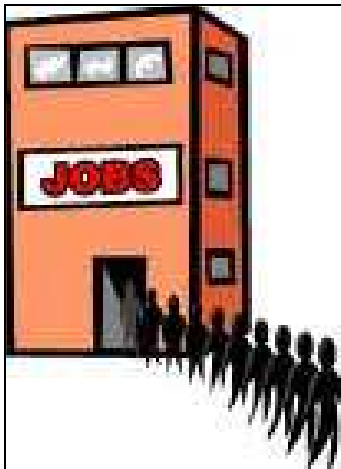
Job Posting Opportunities

Pankaj Gupta, VP - Communications



As a service to our members, PMI@ Houston works with local companies looking for Project Managers and lists those positions for our members.

Below is the current listing of positions open and the date the position was posted:



- Several Project Managers
- Program Manager
- Program Manager II

Please visit Job Postings Opportunities area to view the entire list.

Volunteer Opportunities

Philip Lee, VP - Memberships

We are a volunteer organization that cares and loves all our members. We invite you to *Innovate with PMI* by contacting vpmembership@pmihouston.org

Volunteer opportunities.

As you will learn, PMI Houston succeeds through the volunteer efforts of our members. Our experience is that volunteers get as much as they give or more (and not just PDUs). We hope you will find time to contribute your time and talents to the Chapter. Visit our web site for more information on volunteer opportunities .

How do I volunteer to serve on a committee?

Send an email to the VP of Membership. Present the area that interests you and the opportunities that are relevant to your skill sets and interests. Our chapter is grateful for volunteers.



Getting Started with Project Leadership

By Cornelius Fichtner, PMP



In May of 2011 The Project Management Podcast launched its Project Leadership Series at www.pm-podcast.com. The series started with interviews with Thomas Juli, author of *Leadership Principles for Project Success*, and Rick Valerga, author of *The Cure for the Common Project: Five Core Themes that Transform Project Managers into Leaders*. More interviews and discussions on project leadership are planned throughout the year. To kick us off let's begin with an explanation about what project leadership is and how project managers can start out on the path of becoming true project leaders.

Defining project leadership

"There are so many definitions of leadership out there," said Thomas. "Leadership has to do with the right attitude and understanding the core principles of building an overall vision, knowing about the power of collaboration, knowing how to promote performance in the team he or she is leading, and then still having the maturity to reflect on their own activities and creating a culture of learning. And last but not least, a leader ensures results because this is the bottom line."

Rick agrees. "I define leadership as the ability to influence others to deliver results," he said. "Project leadership exists at the nexus of project management and general leadership."

Project leadership doesn't mean being a strategic visionary sitting at the very top of your organization. It's about leading the project team to achieve their objectives and producing a successful result.

Getting to success

"If you run a project, you have to be knowledgeable and experienced in project management," said Thomas. "Project management is basically structuring chaos and without the structure, you cannot really be creative. That means without project management, there cannot be project success."

However, Thomas doesn't believe that project management skills are the only thing necessary to deliver a successful project. "Leadership gives the project a direction, the right direction," he said. "If you talk about sufficient conditions of project success, we're talking about leadership."

Without someone providing this overall direction, the project team members run the risk of going off in several directions, or nowhere at all. It's difficult to achieve results in that situation. Thomas believes that to get to success projects need both management and leadership. Fortunately, one person can fill both functions.

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Leadership basics

“Integrity is the absolute foundation for project leadership,” said Rick. “Integrity means never letting your project live a lie. So if your project plan is a house of cards, or your schedule will be indisputably delayed, or if you discover that your product will fall flat in the market, you need to have the courage to bring these issues to light.”

Rick said that managing expectations is key to building integrity. “When we’re doing this, we’re making responsible commitments even under duress,” he explained. “That’s integrity.” He also explained that integrity comes from solving the projects’ toughest problems without destroying our team members or their families, and providing frequent up-to-date, consistent messages that are agreed across all the project stakeholders.

Leading others

Teams are at the heart of projects, and project leaders can’t lead if they don’t have people to lead. “Let’s face it, projects are at their best when people are at their best,” said Rick. “I’m not just talking about taking care of the troops and then getting out of the way which many project managers do. Projects are at their best when all the people are at their best including the sponsor, customers, suppliers, adjacent functional organizations.”

Thomas agrees. “As a leader, it is your responsibility to create an environment that promotes performance on both the individual and the team level,” he said. “First of all, you want to be a role model. You have to walk the talk. Demonstrate authentic leadership.” By that, he means making sure that your words and actions align. Don’t set rules for the team and then break them yourself.

“You really want to empower your team,” Thomas added. “That means you have to give the team the information it needs and you have to share the power so that the team can actually get the opportunity to excel and have an active hand in project success.”

When the team feels empowered, there is no need to micromanage them. Thomas believes that it is important to want them to feel empowered, and not just pay lip service to the team. You have to be able to trust the team members. “You have to let it happen,” he said. “You have to give the team the opportunity to show how it can perform. That’s very important.”

Starting out

If becoming a project leader sounds difficult, Rick had some simple advice about how to get started. “One way to start is by simply listening,” he said. “We have a vast amount of knowledge available to us through our stakeholders. We need to make sure that we are regularly tapping into it.”

Another easy step towards becoming a leader is to celebrate performance. “You want to look for behaviors that reflect the purpose and values, skill development and team work and reward, reward, reward those behaviors,” said Thomas. “Don’t wait until the very end of the project to celebrate the same results. Celebrate performance.”

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The great thing about leadership is that we'll instinctively know what it feels like to be doing it right. The people around us will let us know that we're doing a good job. "In the end," Rick said, "our projects are judged by people, the customers, the sponsor, the team members. Most of these people are not imbued with project management theory. They only judge whether the project lived up to its billing as interpreted by them. It's a subjective process and above all, these people hate to be surprised. So the best way to address this is by making expectation management a daily mantra." That's good advice for any leader.

Listen to the complete interviews on project leadership with Rick Valerga and Thomas Juli on The Project Management Podcast for free at www.pm-podcast.com.

Summary:

Project leadership is important for project success, and project managers can take on leadership roles within their projects by showing integrity and steering their teams, according to Thomas Juli and Rick Valegra, two authors who have recently been featured on The Project Management Podcast.

About the author:

Cornelius Fichtner, PMP is a noted PMP expert. He has helped over 13,000 students prepare for the PMP Exam with *The Project Management PrepCast* at <http://www.pm-prepcast.com> and *The PM Exam Simulator* at <http://www.pm-exam-simulator.com>



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COLLEGE OF TECHNOLOGY
Technology Project Management

Founded in 1927, the University of Houston is the leading public research university in the vibrant international city of Houston. Each year, UH educates more than 38,500 students in more than 300 undergraduate and graduate academic programs, on campus and online. UH awards more than 7,000 degrees annually, with more than 250,000 alumni.

Silver Sponsor



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Global Congresses 2011

Project Management Institute (PMI)

PMI® Global Congresses

2011 Congresses Schedule

<u>Latin America</u>	Regional Events	2011
<u>Asia Pacific</u>	Regional Events	2011
<u>North America</u>	Dallas/Fort Worth, Texas USA	22–25 October 2011

PMI® Global Congresses and regional events provide professional development, networking, information sharing and recognition for project practitioners from the region and around the world.

Congresses feature areas of focus presentations that cover both global and regional project management issues and emerging challenges, and apply to project managers of all skill levels and career stages.

When you attend an assortment of presentations given by high-quality speakers, you'll gain insight into a broad spectrum of topics.

Networking events provide an environment to meet fellow practitioners across all industries, share experiences and exchange ideas.

PMI credential holders who attend congress can earn professional development units (PDUs) toward the maintenance of their credential.



It's Your Chapter... Join, Renew, Volunteer



...Make a Difference

PMI® Houston Chapter Inc.
<http://www.pmihouston.org>



If you are not already a member, please join today.
Visit <http://www.pmi.org> for more information.

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