MILESTONE

Providing Stepping Stones
Along the Path to Success

THE
MATHIS
GROUP, INC.

A WOMAN-OWNED
SMALL BUSINESS

PROJECT
HEALTH CHECK-UP

Just like we should go to the doctor for regular check-ups, having health check-ups for our projects will decrease the risk of project failure. When you're working on a project day in and day out, it's becomes easy to forget about the big picture. Every now and then, it's benefical to take a step back from the daily activities to make sure that the project is on the right track. Eddie Merla, PMP, suggests seven key questions to ask when assessing a project's health.

What's the Vision?
Ideally, every level of the organization should be able to explain the vision. A misunderstood vision can lead to confusion, frustration, distraction, and of course, scope sickness.

Who's in charge?
This question speaks directly to the leadership of the project. Who is really leading the project? Are the leaders leading or being led?

What's expected?
Missed expectations can lead to a perception that an otherwise well-executed project is failing or has failed. Missed budgets, missed schedules, rework, and poor team morale are the result of poorly defined expectations.

What's the risk?
The plan can't possibly be considered complete if the risks to project success are not clearly understood; yet, many projects are often started without the identification of key risks. Just as important as identifying risks is the awareness of risks by all team members. If individuals do not understand key risks, the probability of those risks occurring increases.

Who's doing what?
If confusion exists over roles or assignments, this can lead to missed milestones, rework situations, missed objectives, and eventually, a failed project.

How are we doing it?
Ask this question to understand if the project team is using a system or methodology for executing the project and producing results. A solid system is built on trust and can empower the team to do what is required to be successful.

What happens if…?
This question helps to frame the project team's ability to absorb and manage change. Change happens, but what is critical to the project's success is how the team reacts to change. A system or methodology for managing change embraced by all stakeholders ensures that change will be managed effectively.

Implementing a health check-up screening process will help increase the well-being of your projects.

Adapted from Merla, E. (2005). How healthy is your project? (An introduction to a healthcheck process) Paper presented at PMI® Global Congress 2005—North America, Toronto, Ontario, Canada. Newtown Square, PA: Project Management Institute.

Join Dr. Mathis on Friday, August 27 for our free *Project Health Check-up* webinar. If you cannot attend, a replay link will be sent out after the webinar. To register, go to **www.themathisgroup.com/webinars**.

PROJECT RECOVERY: HOW TO DETECT, DIAGNOSE, AND TURN AROUND FAILING PROJECTS - 3 DAY

PDUs - 19.5

PMI's Talent Triangle Breakdown
Technical - 12.25
Leadership - 2.50
Strategic - 4.75

face-to-face

virtual instructor-led

Course Description: This three-day course prepares participants in skills and techniques for detecting, diagnosing, and turning around failing projects. It will focus on process analysis and turn around strategies to support project recovery.

Projects can be unpredictable and may get into trouble and not fulfill the desired outcomes, goals, and objectives. At times, these projects will even fail and bring reduced opportunities with lower benefits. Failures can sometimes be caught early and turned around.

Course Objectives:

Objective 1: General Definitions and Issues for Project Recovery
Define project recovery
Define project success
Identify types of failure
Categorize degrees of project failure

Objective 2: Discuss what to do before the project gets into the red
Describe the meaning of success for this project
Apply a health check-up on the project before the crisis

Objective 3: Recognize when the project needs recovery
Analyze the level of intervention
Create a recovery charter
Solicit management support
Create an analysis log

Objective 4: Discuss what to do after the project gets into the red
Identify the six-phase recovery process
Design an interview
Perform the recovery interview

Objectives 5: Examine how to move the project out of the red
Perform an audit
Perform a root cause analysis
Express roles and responsibilities of team
Identify communication requirements for each stakeholder

Objective 6: Manage the Stakeholders During Recovery
Identify emotional issues
Develop a communication plan and processes
Create escalation process to remove roadblocks
Gain frequent feedback from team members, customers, and management

Objective 7: Verify the project metrics and standards are working
Compare audits to health recovery check-ups
Recognizing the warning signs in the recovery
Determine when the project will return to the original schedule

Providing quality, customized training and consulting services that inspire, educate, and equip organizations to be better tomorrow than they are today.

DR. KEITH MATHIS, PMP, PMI-ACP, CSM
WANDA MATHIS, M.ED. PMI-ACP

PROJECT MANAGEMENT TRAINING
OVER 60 PROJECT MANAGEMENT COURSES REGISTERED WITH PMI

PRESENTATIONS THE EDUCATE, MOTIVATE, AND INSPIRE

Since 1993, The Mathis Group has been helping organizations change worker productivity and behavior.

PROJECT MANAGEMENT
MARKETING
MOTIVATION
ORGANIZATIONAL BEHAVIOR
LEADERSHIP
CUSTOMER SERVICE

COMPANY MANDATE

The Mathis Group provides training and consulting that will impact the organization and individual while maintaining an outstanding reputation for success and integrity.

VALUES STATEMENT

Every person has worth and should be treated with respect.

AREAS OF EXPERTISE

- Curriculum Design
- Project Management
- Organizational Behavior and Development
- Management

- Marketing
- Strategic Planning
- Executive Coaching
- Performance
- Team Building

- Emotional Intelligence
- Leadership
- Customer Service
- Creating Customer Value
- Supervisory Leadership
- Coaching and Counseling

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DUNS Number:
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CAGE: 3C1N9
GSA Contractor Number:
GS-02F-0010V

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