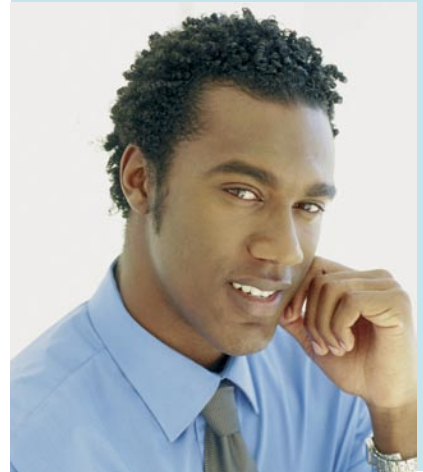


Health Check Guide

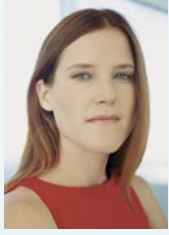
Project & Program Management



Assess your organisations ability to achieve sustainable competitive advantage by delivering effective projects and programs



strategic management

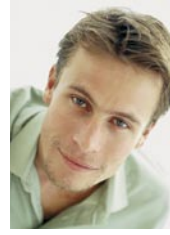


Strategic Management

The ability to plan long-term whilst maximising performance in day-to-day operations is a must for strategic managers. However, today's competitive business environment applies pressure on people to fire-fight the most urgent tasks which can take precedence over planning for the future. In the face of constant change, successful strategic management requires a framework for real-time analysis, planning and implementation.

1. How effective are your project and program management systems in simplifying and accelerating decision cycles?
2. How easy is it to make intelligent business decisions by gaining full, up-to-date visibility of all project and operational work across the organisation?
3. How easy is it to achieve strategy by understanding how programs align with the organisation's objectives?
4. How effective are you in identifying a list of contender programs in terms of projects and their investment, expected benefits, resource demands etc?
5. How able are you to undertake 'what-if' scenarios and understand the effect of introducing, cancelling or delaying projects on company objectives?
6. How easy is it for you to define action plans for all change projects, with objectives, milestones, time-scales, budget and interdependencies?
7. How able are you to explore the complex relationships between programs, projects, benefits and risks?
8. How easy is it for you to prioritise and manage resources and track progress, actual costs and performance measures?
9. How effective is your system in communicating the overall plan and subsequent updates and changes?
10. How easy is it for you to monitor progress across both operational and change projects?
11. How effective are your PPM systems in providing information that examines operational issues and signals any shortfalls to be resolved?
12. When change occurs, how easy is it to agree new targets collectively for the organisation and individually for each project team member?
13. How well is accountability and responsibility managed at all levels of your organisation?
14. How effectively can you implement governance throughout the lifecycle of IT projects and programs?

corporate IT management

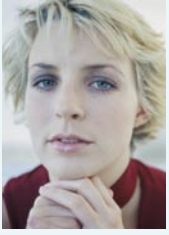


Corporate IT Management

IT departments are under increasing pressure to deliver against ever-demanding operational requirements, regulatory standards and deadlines. They are challenged to cut costs, improve their ability to effectively manage resources in line with key strategic business initiatives and demonstrate the full value of their IT investments.

1. How high is the success rate and measurability of IT projects across your organisation?
2. How easy is it for you to assure alignment of IT investments with changes in corporate strategy?
3. How effective is the synchronisation between strategic planning, IT budgets and the execution of IT projects?
4. How easy is it for you to define the right mix of technology investments and ensure benefits are realised?
5. How easy is it for you to perform impact analysis and assessment of new and existing projects in order to manage IT capacity?
6. How effective do you monitor project milestones, risks and issues to ensure project delivery and performance?
7. How easy is it to establish and manage inter-project relationships within your PPM systems?
8. How easily can you provide up-to-date and reliable information to internal clients on the value of IT investments and commitments?
9. How effective are your PPM systems in helping you to simplify and accelerate decision cycles?
10. How easy is it to obtain an instant and comprehensive understanding of resource activity across your project teams, company-wide?
11. How easy is it for you to anticipate future resource requirements and manage IT outsourcing decisions accordingly?
12. How easy is it for you to link financial profiles to key performance milestones and receive dynamic updates and forecasting?
13. How able are you to analyse performance, compensate for any shortfall in achievement and ensure lessons are fed back into strategy reviews?
14. How effectively do you implement governance throughout the full lifecycle of IT projects and programs?

project management



Project Management

The Project Management Office if established appropriately and resourced adequately provides complete service and support for project and program services: program & project planning; risks & issues management; project and program governance; financial and resource management; change, configuration & documentation management; knowledge and collaborative management; administration and support.

1. How effectively do you manage a portfolio of projects and initiatives, centrally?
2. How mature is your project management methodology and architecture in supporting your organisational requirements?
3. How effectively can you lead the development and tracking of integrated project plans across your enterprise?
4. How easy is it to review and validate timesheets and analyse projected task completion dates, without manual updates?
5. How much confidence do you have in project teams meeting the company's defined quality and performance standards?
6. How well have staff 'internalised' project management into their normal daily routine?
7. How easy is it to gain full visibility of initiatives and drill down from program to project to individual plans?
8. How easy is it to obtain immediate and automatic identification of project issues, budget, scope, and risks?
9. How able are you to instantly assess and manage risk within, and across, multiple projects?
10. How well can you track organisation-wide metrics on the value of project management and project delivery?
11. How effective are prior experiences and best practices reused to reduce cycle times in future projects?
12. How effective are you in facilitating improved project team communications - across projects, teams and locations?
13. How intuitive and easy-to-use are your PPM and information systems?
14. How much involvement does the PMO have in the company's strategic development process?

resource management



Resource Management

Resource managers are under increasing pressure to effectively plan, manage and control all project and program resources at departmental, team, divisional and enterprise levels. They want an up-to-the-minute view of performance to help manage conflicting financial or resource interests and to prioritise projects and tasks, identify available personnel, accurately forecast schedules and monitor progress against plan.

1. How effective are you in optimising the utilisation of people through resource management and intelligent capacity planning?
2. How easy are you able to gain full visibility of projects, resources, schedules and their interdependencies?
3. How easy is it to gain an up-to-the-minute view of resource activity and performance across programs, projects and teams?
4. Are you able to effectively manage internal and external resources across a portfolio of projects?
5. How easy is it to capture costs, schedules, achievements and commitments from all staff in the organisation?
6. How easy is it for you to review and validate timesheets and analyse projected task completion dates?
7. How easy is it to identify projects that drain funds and resources and phase projects for earlier payback?
8. How easy is it to manage any conflicting financial and resource interests without complex manual intervention or resource levelling?
9. Is it easy for you to optimise resources by skill and team scheduling, part time working and loaning or secondments to other teams?
10. How effective can you match prioritised initiatives to resources and re-prioritise and re-schedule to accommodate other constraints?
11. How effective are you in improving team collaboration and handling the inherent complexities of project interdependencies?
12. How effective is your PPM system in supporting matrix organisational structures?
13. How effective is your PPM framework in balancing your business objectives and capacity to deliver?
14. How effective is your PPM system in providing executive reporting and analysis such as resource utilisation and forecasting etc?

If it's not easy to answer these questions, you should be talking to Program Management Group. These companies did, see what they have to say.

If you're evaluating tools why not request your **free** evaluation guide.



the program
management
group plc

Prog Hall, Paddock House Lane, Sicklinghall,
Wetherby, LS22 4BJ, United Kingdom

Tel: +44 (0) 1937 54 71 71
Fax: +44 (0) 1937 54 71 54

Email: info@pm-group.com
Web: www.pm-group.com