

# *Practical Project & Process Improvement*

*For people who think it's too hard, takes too long and costs too much*



## **Course Overview**

This one-day course provides a jargon-free, tutorial that will help you improve the performance of your business, service, or project. You will learn practical methods and tools and easy ways to use them for a better job tomorrow and continual improvement every day thereafter.

If you are running a business, leading a project, or providing a service you always want to do better. There's no end of consultants trying to tell you how. But, when you talk with them they use lots of acronyms and have all sorts of strange terms (e.g., generic goals, task attributes). It's easy to get snowed by all this jargon and conclude that embarking on one of their programs just won't be worth all the effort involved. It's not that hard to do it easily and well.

You will hear a story about some folks much like yourself with a vision of how to “*do things better*” who succeeded in making it happen in a very straightforward way. Their story is a simple one but it reflects the principles and best practices expounded by the formal programs (e.g., CMMI, PMBOK, ISO 9000). Their story and the experience accumulated by the instructors in over 100 implementations of process improvement in organizations like yours form the foundation for this course.

## **Course Content**

- Projects and Processes
- The Parable of Joe and Vivian – Part I
  - Planning their project
  - Integrating the plans
- The Parable of Joe and Vivian – Part II
  - Learning how to improve
  - Step-by step to success
- Bringing Project and Process Improvement Together

## **Course Format**

This one-day course introduces concepts through stories, lectures and class discussion. You will practice the “how-to” of the principles through discussion of illustrative examples. Several exercises are included to give you practice in performing the most critical activities.

The instructors will relate real-life experiences in implementing process improvement activities in similar work environments. In open discussions, you and the other participants will have an opportunity to share your own experiences about what works and what doesn't.

## **You Should Attend If:**

- You want to organize and run your business, project, or your services well ... and do it better every day.
- You want to know how you can implement the key aspects of project and process improvement easily, quickly and for very little cost.

**Process improvement is basically thinking about how you do what you do.  
Project Management is thinking about how to get it done.**