PMI-NH Journal

*PMI-NH President Howie Lyhte thanks January speaker Scott S. Lynde who spoke on "**Presenting with Impact**"*

From the President's Desk

Howie Lyhte, PMP

The month of March signifies several things that are special in New Hampshire. It's the time for Town Meeting or Voting Day, when each town in the state votes on its budgets and makes its public decisions, major and minor. It's also when the sap starts flowing and sugarin' time is at hand. Ask anyone who has sugared for a while if the conditions this winter will make for a bountiful harvest and they'll usually tell you, "Ask me in June."

March is also the time to begin thinking about our Chapter and considering participating in its operation. Our voting day will be at the May meeting, and nominations are open. There are two elected positions that need to be filled, and one appointed position.

As many of you know, the position of President itself is not voted for, but we do elect the President-Elect. The President-Elect serves for a year with the newly promoted President and spends the year learning the workings of the Chapter. The following year, the President-Elect is automatically promoted to President. The outgoing President can then serve an additional year as Past President.

The position of Recording Secretary is also open this

Inside this Issue

Did you know? —The page numbers throughout the newsletter are active links. To navigate from page to page in an article, just click on the 'continued on' or 'continued from' page to get back and forth.

Please join us on the evening of
Wednesday, March 21st, 2007

at
The Holiday Inn
in Portsmouth, NH.
Networking hour starts at 6.
Open to all.

See Page 3 for Details

HOW TO CONTACT US

PMI NH Chapter, Inc.
P.O. Box 4496
Portsmouth, NH 03801
Website: **www.pmi-nh.org**

For sponsorship, advertising or job placement ads and inquiries, please e-mail us at:
sponsorship@pmi-nh.org.

General E-mail Addresses

information@pmi-nh.org
education@pmi-nh.org
communications@pmi-nh.org
membership@pmi-nh.org
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Proud to be your local project management connection.

PMI-NH is a member-supported nonprofit organization.

Editorial
Nick Pangaro, PMP—Director of Communications

Pearls of Wisdom

This being the closest issue we have to April 1st, I thought it appropriate to share some of these little pearls of wisdom that I've learned over the years (and yes, found on the internet):

1.   The sooner you begin coding the later you finish.

Isn't this the truth. I'm not sure if this is a result of the 80/20 rule (*the first 80% of the work takes 80% of the time, the last 20% of the work takes the other 80% of the time*), or says something about planning (*A badly planned project will take three times longer than expected - a well-planned project only twice as long as expected.*)

2.   The finish date is the earliest date for which you can't prove the project won't be complete

This always seems to be the date that Microsoft Project gives me for my workplans. Until I learned this little pearl (along with its double negative), I never really understood what that 'finish date' really meant.

3.   You can have it quick, you can have it cheap, or you can have it good: pick two.

Try telling that to your project sponsor, and they'll start adding all kinds of other things on top of these three.

4.   Anything that can be changed will be changed until there is no time left to change anything.

Most of my clients recognize the need to control scope, but for some reason until I get in and start talking about actually doing it, the concept seems foreign. It must e the same reason we believe what a complete stranger tells us over what our co-workers are saying.

And last, one of my favorites:

5.   It takes one woman nine months to have a baby. It can't be done in one month by impregnating nine women

I've often thought of applying for a research grant to test this theory. Good thing my wife hasn't found out about that.

communications@pmi-nh.org.

Next PMI-NH Chapter Meeting

Michael C. Nollet, MBA, PMP ®

Risk Issues In Project Management

This learning event will feature content and exercises designed to engage the audience on the topic of professional project risk management.

Topics

- What's new in the PMBOK 3rd edition re: risk
- Three tips for more effective project risk management
- Identifying common risks for all projects (group exercise)
- Brainstorming responses to common risk (group exercise)

About our speaker:

Mike is an experienced project manager with interests in new product development and deriving the maximum business value from projects. Mike has developed and conducted project management seminars for major universities and selected clients since 1995. In addition to developing real time control systems and communication software, Mike has also trained 4,000 project managers for a worldwide professional services organization.

Mike's recent clients have included a large government agency implementing enterprise project management practices and tools, and financial services firms improving the quality and professionalism of their IT services. Mike has recently served as a technical editor for a book on project planning.

Mike has worked as a software development engineer, engineering manager and marketing manager. His experience in new product development and professional consulting services gives Mike a broad view of the project management profession, which he enthusiastically shares with his students.

Education

- Mike has published several articles on project management in a leading technical journal
- B.S. in Mathematics from the University of Massachusetts, Lowell
- MBA from Boston University

To register:

http://www.acteva.com/booking.cfm?
binid=1&bevaID=125594

Upcoming PMI-NH Chapter Meetings and Local Events

April 18th 2007

Key Tips on How to Build Your First Project Management Office

David Lendry, TenStep, Inc.

at The Yard, Manchester, NH

May 16th, 2007

Security Management: How do widely dispersed project teams collaborate safely and securely?

D. Eric Leighton, President/Chief Executive Officer LoadSpring Solutions, Inc.

at the Holiday Inn, Portsmouth, NH
(note: this is the annual PMI-NH Business Meeting)

June 20th 2007

End of the Year Extravaganza

at The Yard, Manchester, NH

April 19th, 2007, 5:00 p.m. - 9:00 p.m.

PMI Mass Bay Chapter — Career Night

at the Marriott in Burlington, MA.
For information:

www.pmimassbay.org

PMI® Metrics Specific Interest Group

MetSIG Congress 2007
"Seeking the Value Proposition of Metrics"

MetSIG Congress 2007
"Seeking the Value Proposition of Metrics"

Delivering a "Live Webinar" Every Business Day Throughout the Month of April!

A Month's Worth of Free Webinars

In April 2007, the MetSIG will host its inaugural **MetSIG Congress** entitled *"Seeking the Value Proposition of Metrics."*

This exciting month-long event will feature:

- **Opening keynote address by PMI® CEO Gregory Balestrero.**

- **Closing keynote address by Cheetah Learning CEO Michelle LaBrosse, PMP.**

- **Presentations by industry leaders and respected vendors.**

If you have always wanted more information on best practices in metrics, learn from metrics practitioners in how they have applied metric concepts and learn of new exciting products, then this will be the place for you.

Registration Now Open

Each webinar will seat 1,000 people. Webinar tickets are sure to sell out before the day they will be presented.

To ensure you have a seat in the webinar of your choice, be sure to acquire your free ticket using the **promo code for the New Hampshire Chapter, NHCMET7.**

Click on the **2007 MetSIG Congress Ticket Sales** link under Knowledge That Measures. Select the webinar you want to register for and click on the **"Buy Now"** button. Enter the **Promotional Code.** Click on **"Update"** button and ensure that the total is 0. Click on the **"Checkout"** button. Complete the **required fields *** and hit the **"Submit** button."

Register Early!

If you have any problems registering for a webinar, please contact us at office@metsig.org.

PMPs will earn 1 PDU for each webinar they attend!
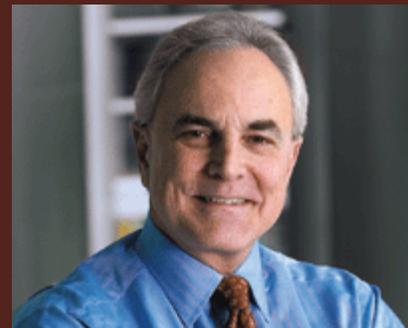
**Opening Keynote
Gregory Balestrero
CEO, PMI®**

April 5, 2007

**Closing Keynote
Michelle LaBrosse
CEO, Cheetah Learning**

April 30, 2007

Featured Article

Title: 5 Benefits to a Project Management Office

Author: Larry Gagnon, PMI-NH Director of Marketing

The Project Management Office (PMO) is a beneficial organizational solution that enables companies to more effectively manage and coordinate people, projects, processes with corporate strategy and objectives. By establishing standard processes along with a limited amount of technology tools, the PMO encourages broad participation for greater accuracy, accountability, and acceptance within the enterprise.

Here are 5 key benefits when considering a Project Management Office:

1 Alignment of People and Projects with Strategic Objectives

The focused pursuit and fulfillment of long-term business goals should be a central bellief to an organizations success. Within the PMO, the identification, prioritization, and selection of projects will support your strategic objectives and align the enterprises' resources accordingly. Through regular evaluation and adjustment of the company's portfolio of projects, continuous alignment of resources with project objectives will be ensured. The PMO accurately assesses resource commitments across the organization. The right people on the priority projects at the right time.

> *We've all been told that PMOs are incredibly beneficial to companies conducting projects. But how? Here's a list of 5 benefits that are real and tangible.*

2 Continuous Process Improvement

Many companies are looking at standardizing their processes with the objective to improve operational efficiencies. With the PMO, the organization can implement consistent, repeatable processes and refine into proven best practices. Lean processes eliminate waste and result in lower costs and increased quality.

3 Faster, Up-to-Date, Business Evaluations and Judgments

Today's business world is fast! The need to make quick decisions is critical. The PMO offers a view into all projects for monitoring performance, seeing trends, and identifying disparity. With this information, informed evaluations and judgments are made, providing confidence and support to the future direction of the enterprise.

4 Improved Customer Satisfaction

How do customers know their requirements and expectations have been fulfilled by a project team? Projects finishing on time, within budget, and within scope are defined as being successful. The PMO creates accurate project plans and documentation that return precise schedules, resource dependencies, and budgets. This information empowers the project team to communicate with the customer on a regular basis and meet milestones that build customer confidence and satisfaction.

5 Collaboration Leads to Empowerment

Organizations today are increasingly more geographically and culturally diverse, communications that are comprehensive and understandable are vital to teams having shared goals and working together efficiently. PMO processes and tools enable timely access to project information, so all stakeholders can share the same body of knowledge, collaborate, and complete tasks, deliverables and milestones quickly. The project team that achieves this high-level of comprehension will be empowered towards effective decision making during the project, resulting in economical time management and increased accountability

The PMO provides a positive and sustainable return by clearly recognizing and realizing improvements in employee productivity, accepted business process standards, cost reductions, improved time management , and customer satisfaction.

The value of the Project Management Office is its measurable impact horizontally and vertically, strategically and tactically across the organization.

Featured Article

Title: Touchdown! What Do the SuperBowl and Project Management Have in Common?

Author: Michelle LaBrosse, PMP, Chief Cheetah, Cheetah Learning

Are you ready for some football? It's that time of year again when millions of Americans gather 'round their flat screen TVs to worship at the altar of the football gods, those heavily padded giants that we cheer for as we load up on carbs of all sorts, and maybe even rate the Super-Bowl ads.

SuperBowl Sunday is not just an American tradition that prompts people to paint their faces and yell at the top of their lungs, it is an industry with goals, obstacles and a keen focus on ROI. Sound familiar?

The SuperBowl has a lot more in common with Project Management than you might think. Let's take a look:

The Team

First, you have the teams. A myriad of personalities from different schools and backgrounds that may have different individual agendas, but they have to come together and focus on one big goal: getting to the SuperBowl.

At work, we also have to get our teams to work toward our shared goal and get on the same page with our project agreement. Our SuperBowl is our stretch goal – the ultimate goal, the big ring that we're reaching for in our company or in our lives.

The Play

When a team executes a play beautifully, it can cast a spell on an entire crowd. But, that perfect moment of magic has been planned all year. The team is working from a shared master plan.

Behind great success at work and at play, there is always a plan, and it can't be a secret plan. It's a project agreement that everyone is on board with and understands the vision and the tactics to get there.

ROI

In football, the coaches and teams are constantly being evaluated to see how much money they are bringing to the bottom-line. Their contracts are regularly scrutinized against the statistics of each game. When they get to the

Ah, we love football in New England, and the Patriots have made us proud as of late. The season is over, but we can look back a few months and see the relationships between our sports and our profession.

SuperBowl, all eyes are on them – from the fans to the owners, the question of value and return on investment is always looming.

In our organizations and in our lives, we are also looking at ROI. What is our value to our team? When you load in your salary and benefits, what are you contributing to the bottom-line? Project Management can help you to answer that question and show your value to the organization.

Penalty

In football, a team loses yardage for a penalty. In our lives, we lose yardage when we haven't planned properly or realigned our goals based on change. Project Management teaches us to create standards that build a cohesive culture. When we define our standards of quality and excellence, we help prevent the penalties because we're all moving in sync toward a common set of goals.

Fumble

When there's a fumble on the field, there's often a breakdown in communication. Just like real-life. We fumble when we haven't taken the time to schedule regular communication with our team.

Drive

On the football field, a drive is the series of plays that takes a team down the field, closer to a touchdown.   In the office, a drive happens when we're all following the same simple, proven approach to managing projects.

Touchdown

The moment of success! The ball crosses that line and the crowd goes crazy. After all of that work, the plays, and blood, sweat and tears, there is a touchdown. In Project Management, this is the moment when we reach our goal. When we're rushed, we often don't take the time to celebrate our goal or to analyze and capture best practices.

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Spruce up your professional skills in Project Management and other business areas with practical, one-day seminars from the **University of New Hampshire Professional Development & Training**, a unit within the Graduate School. Offerings are held in Portsmouth at Pease Tradeport, in downtown Manchester at UNHM buildings, and on the Durham Campus. You earn CEUs (continuing education units, noncredit) that attest to your professional development and become part of your permanent record of achievement at UNH.

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www.learn.unh.edu/pcw/pd/sched.php/5

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--Online prep course for the PMI Exam, approved by PMI

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UPCOMING SEMINARS IN PROJECT MANAGEMENT

www.learn.unh.edu/pcw/pd/sched.php/5#9

Intro to Basic Project Management

Portsmouth: *CRN 25120, February 28 and March 7, Wednesdays, 9 a.m.-4 p.m., 1.2 CEUs, $495*

Project management skills are becoming a required core competency for growth and quality-oriented organizations. This workshop breaks down the process of planning and implementing projects into easily mastered steps. It will focus on the concepts, practices, and tools of real-world project management. You'll learn how to determine when to use project management techniques, define project boundaries, establish the project's structure with team roles and responsibilities, create the project charter, define project scope, create the work breakdown structure, determine the sequence of project work, create a realistic schedule, monitor progress, and communicate project status.

Instructor: Stephen Stofanak is a senior management consultant with over 25 years of business experience. He is the founder and president of TSI Systems, Inc., which helps companies implement lasting organizational change through strategic planning, project management, business process improvement, self-directed teams, and coaching for individuals and teams.

Topics in Advanced Project Management

Portsmouth: *CRN 25132, March 28, Wednesday, 9 a.m.-4 p.m., .6 CEUs, $250*

This workshop offers the experienced project manager advanced techniques for increased productivity and success. You will focus on the concepts, practices, and tools of real-world project management. You will learn how to: create a network diagram; use problem-solving tools to analyze project alternatives; apply advanced scheduling and estimating techniques; develop and manage contracts successfully and build strong contracting relationships; negotiate and manage conflict; apply advanced resource planning techniques; establish project control systems; minimize organizational risk; and build quality into project deliverables.

Instructor: Stephen Stofanak (see previous bio).

Project Planning: A Guide to Writing an Effective Project Plan

Manchester 286: *CRN 25317, May 10, Thursday, 9 a.m.-4 p.m., .6 CEUs, $250*

As a manager or project manager, you need to get your project authorized and started as soon as possible. A detailed project plan is an effective tool in achieving these results. In this workshop you'll learn how to write an effective plan by using a sample project to identify components of a detailed plan, including project strategy, scope statement, work breakdown structure, performance cost and schedule baselines, human resources, and risks, constraints and assumptions.

Instructor: Gary O'Kula, PMP, is a project management consultant with over 30 years of project experience in the engineering, construction and information technology fields. He received his project management certification from the Project Management Institute and is the Past President and a charter member with the PMI NH Chapter.

Project Risk Management: Discovering Opportunity

Portsmouth: *CRN 25224, May 22, Tuesday, 9 a.m.-4 p.m., CEUs, $250*

Understanding and confronting risk can help assure the achievement of proper objectives and identify new opportunities. In this workshop the concept of risk will be explored and then linked with project management. You will learn tools and techniques for identifying risks and understand common risk factors and triggers. By using both qualitative and quantitative methods to prioritize risks and risk impact, risk assessment will be addressed, as will cost, schedule and quality. The development of a risk response plan, and its application through risk monitoring and control throughout the project life cycle, will also be a feature of this workshop.

Instructor: Rob Cimini is a project management consultant for Apogee Project Solutions and has over 25 years of experience in manufacturing management and consulting.

Project Management Exam Prep Course

Online: *CRN 24236, CEUs, $895*

This course is offered online (called "TheCourse Online") in collaboration with University Learning Institute and is designed to help you prepare for the PMI Exam that will certify you as a Project Management Professional. This course is an approved course of the Project Management Institute. Once you register for the course you have six months to complete it. Before registering, please first go to www.learn.unh.edu/pm and click on the various links to learn more about this online course.

OTHER SEMINARS OFFERED THIS SPRING

www.learn.unh.edu/pcw/pd/sched.php/5#9

Dealing with Difficult People in the Workplace

Portsmouth: *CRN 25122, March 1, Thursday, 9 a.m.-4 p.m., .6 CEUs, $225*

Mastering Multiple Projects, Priorities and Demands

Portsmouth: *CRN 25130, March 8, Tuesday, 9 a.m.-4 p.m., .6 CEUs, $220*

Negotiating for Mutual Gain

Portsmouth: *CRN 25257, April 3, Tuesday, 9 a.m.-4 p.m., .6 CEUs, $225*

Presentations without Panic

Portsmouth: *CRN 25169, April 5, Thursday, 9 a.m.-4 p.m., .6 CEUs, $210*

Financial Skills for Non-Financial Managers

Manchester/286: *CRN 25197, April 11, Wednesday, 9 a.m.-4 p.m., .6 CEUs, $225*

Teambuilding for Increased Productivity

Manchester 286: *CRN 25176, April 12, Thursday, 9 a.m.-4 p.m., .6 CEUs, $225*

Business Initiative Management

Portsmouth: *CRN 25200, April 18, Wednesday, 9 a.m.-4 p.m., .6 CEUs, $250*

Tips for Making Your Business Writing More Effective

Manchester 286: *CRN 25284, April 19, Thursday, 9 a.m.-4 p.m., .6 CEUs, $210*

Analyzing Work Styles for Better Supervision and Management

Manchester/286: *CRN 25346, May 3, Thursday, 9 a.m.-4 p.m., .6 CEUs, $220*

Good Grammar: A Refresher Course

Portsmouth: *CRN 25209, May 8, Tuesday, 9 a.m.-4 p.m, .6 CEUs, $210*

Managing Organizational Change

Manchester/286: *CRN 25211, May 9, Wednesday, 9 a.m.-4 p.m., .6 CEUs, $225*

Is Time Managing You or Are You Managing It?

Manchester/286: *CRN 25221, May 15, Tuesday, 9 a.m.-4 p.m., .6 CEUs, $210*

Fine Tuning Your Team Leadership Skills

Portsmouth: *CRN 25318, May 16, Wednesday, 9 a.m.-4 p.m., .6 CEUs, $225*

Raising Group Decision-making to a More Effective Level

Portsmouth: *CRN 25321, May 23, Wednesday, 9 a.m.-4 p.m., .6 CEUs, $220*

SPRING CONFERENCES

Keeping Your Operation Going in an Emergency or Crisis
March 23, 2007, Wentworth by the Sea Resort, New Castle, NH
www.learn.unh.edu/emergency

Optimizing Operations & Keeping Employees Injury-free:
Two tracks--Lean Strategies and Ergonomics
April 30-May 1, 2007, New England Center, Durham, NH
www.learn.unh.edu/lean

2nd Annual Conference for Office Professionals
May 24, 2007, Wentworth by the Sea Resort, New Castle, NH
www.learn.unh.edu/pros

For Surveyors: Following the Footsteps of the Original Surveyor
April 12-13, 2007, Wayfarer Inn, Bedford, NH
www.learn.unh.edu/surveys

Keeping Challenging Students In-District:
May 4, 2007, UNH Manchester, 400 Commercial St.
www.learn.unh.edu/needs

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By Fax: download a form and fax with credit card info to (603) 862-0655
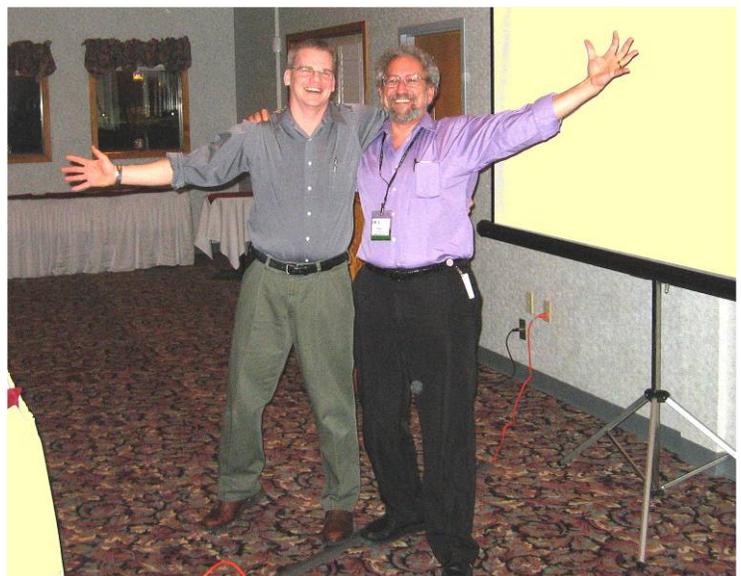
Hard to believe 6 Sigma could be this exciting!! PMI-NH president greets February speaker Dana Crowe, who presented **Six Sigma and Project Management**

Book Review Corner

How to Lose a Battle: Foolish Plans and Great Military Blunders

Review by: Neil Craig, PMP

Author: Bill Fawcett

Publisher: Harper Paperbacks (July 3, 2006)

List Price:	$13.95
Amazon Price:	$11.98

Ratings

- **Amazon** (www.amazon.com): 3.5/5.0, 6 reviews

What the book is supposed to do:

In the spirit of April fools, we wanted to find a book that was a little lighter context. 'How to Lose a Battle' does this nicely. The great military blunders spanning from ancient times to WWII are covered nicely. With a little imagination, one can see the failures of these great battles as failed projects. Planning failures, staffing failures, risk mitigation, and sheer pigheadedness seem to rule the day as the top reasons for these catastrophes. Any of these sound familiar?

What the book did for me:

I am by no means a military history buff. I tend to find history books somewhat dry and have difficulty finishing them. 'How to Lose a Battle', however, is a potent reminder of what can happen with inept leadership and/or poor communication on a battlefield and thus held my interest. Many of the lessons learned from these stories one can find in most failed projects (everyone does a lessons learned for failed projects right!?!?).

There are extensive sections on WWII and the Civil war for you buffs out there. The book does not restrict itself to wars with American involvement however. The Roman Empire, Crusades, and Alexander the Great are all represented. At some point in this book, I stopped to wonder if the great historical generals were actually great or were their opponents just idiots.

About the Reviewer:

Neil Craig is a self-admitted book junkie, which has brought him here to share his thoughts on what he's read and guide you to and from books that may or may not help in your quest for knowledge of project management, business, and life. He holds a Master's degree in electrical engineering, an MBA from Northeastern University, and achieved his PMP certification in May, 2006. He also holds a design for six sigma (DFSS) black belt. Neil enjoys discussing any and all of these subjects at length and will gladly field questions. If you have any comments or know of a good PM book others might like, feel free to email him at:

Neil_Craig@mksinst.com

Project Management and RSS
By Peg Duggan, IT Director

Traditionally email is an effective tool for project communication. For over 25 years, companies have adopted email and integrated it into their business activities. Messages can be sent to team members, clients, customers, and stakeholders. It can be used to alert members of important events, send reminders, archive messages and distribute documents. However, lately email has become more of a curse than a cure.

I Was Once an Email Junky

In the beginning, I would leave my email client open and accessible because messages were important and it was courteous to respond immediately to every message that passed through my inbox. My messages would be filed in folders in a highly organized manner. There was a time when I would have no more than 20 email messages in my inbox at any given time. Become involved in other projects, join groups of like-minded people or subscribe to a few email distribution list and soon my inbox was out of control.

The Problems with Email

If you are like me, then you have come to dread opening email in the morning. Even with filtering junk and spam detection, there are too many messages waiting. No, I do not take the time to read each one, but skim the subject and delete at least one half without opening them first. Then I skim and find messages that appear to be urgent or relevant, open and respond if appropriate, then file or delete. The rest are left until I have more time to read and respond. Otherwise, reading email would easily consume over an hour of my time first thing in the morning. Email never seems to stop. I have long since turned off the volume on the notice that new mail has arrived and I even removed the notice from the status bar to avoid the distraction of incoming email.

If you are like me, then you have experienced the problems with email.

- With too many messages to sort through important message may be missed

- With limited quotas, large documents may not get through

- With filters, messages may be going directly to the

> *Do you feel that lately email has become more of a curse than a cure? Dread facing your mail client in the morning? Find another mechanism on the internet that may alleviate that sinking feeling as you face the overnight spam.*

junk filter

- Messages with missing or confusing subject line can be ignored or deleted

- With so many unorganized messages, finding the one you need can be difficult or time consuming

- Attachments are copies and revision control is almost impossible

RSS Is Part of the Solution

Wouldn't it be great if you could be notified when new documents or videos are ready for review or new information becomes available without using email? By using a RSS reader, notices like these are delivered to you when they occur. The notice contains a short description and allows you to view only the digital content that you want to view. Email clutter is eliminated.

Imagine specifications, reports, plans all organized and stored in one location on an internet or intranet. No more duplicates floating around. There is quick access to all digital content. As reports are released, tasks are completed, and milestones are met, instant notification is received by stakeholders with an interest in the project. If you are using blogs, or podcasts, or instant messaging as part of the total communications plan of the project, RSS feeds can be used to communicate to team members. More and more applications are including mechanisms to create RSS feeds for individuals to subscribe. RSS is moving into the project management space.

How RSS Works

Without getting too technical, an RSS feed is created and updated at the source whether it is a web site, web application, blog, or podcast. The RSS feed manages the direct links to the digital content. The RSS feed contains a title and short description of the feed along with the link to the full content. RSS feeds can be categorized so you can subscribe to a category instead of the all the feeds available from that source. For example, on a news site you can subscribe to business news and stock updates but not sports or weather. RSS feeds are usually identified with an orange icon with either

RSS, XML, or the RSS symbol. Clicking on the icon adds the feed to the RSS reader installed on your computer.

An individual, through a RSS reader, can subscribe to all the RSS feeds they are interested in receiving notices. The RSS reader manages a personal list of all the subscribed feeds. In some ways, an RSS reader is like a web browser that allows you to view digital content on the internet. Unlike a web browser, you do not have to visit every site or location to find out what is going on, or if there are up-dates. Instead, an RSS reader, which only has the lists of RSS feeds that you subscribed to, monitors those sites for you and alerts you only when changes occur. Unlike "your favorites", the RSS reader is constantly monitoring the RSS list. Unlike email, which pushes digital content to you, filling out your inbox, the RSS reader pulls only digital content notices from the list of subscribed feeds. Your RSS reader can include feeds from multiple sources such as web sites, web application, blogs or podcasts. There are RSS readers for the desktop, PDAs, cell phones, laptops. Your personal RSS list can also be stored on the internet so they can be available when you are away from your desk.

RSS Syndications, Newsreaders, Aggregators Oh My!

RSS is an acronym for a number of standards. RSS has a long history and I have provided additional links to other resources if you are interested in the background and technical details. However, for now I will keep this as simple as possible.

One of the earliest applications of RSS is from news agencies which why you will see terminology such as syndication, newsreaders, and aggregators. (Another application was advertising – but that is another story.)

Syndication – distributing content for reuse – making news feeds available with an updated summary of new content

News Feed – (format for serving up content) – the link to the list of feeds which end user can register and subscribe

Aggregator or news reader - manages a list of subscribed feeds, then monitors and retrieves new feeds

Scraping – converting HTML format into RSS format

Setting Up RSS Feeds in Your Project

1. Determine what content will be fed
2. Understand audience
3. Select tools or services to create news feeds
4. Select which news readers to support
5. Run a trial before rolling-out

RSS News Readers

The list of RSS news readers is growing. A complete list is available in the resources section. Keep in mind a news reader must be able to read many feeds from multiple sources. It should be able to organize and manage the list of subscribed feeds. It should support the platform and applications you use. Both application (client) and web-based readers are available. Many are free and some cost.

RSS Pros and Cons

Timely – subscribers receive updates as soon as they are available

Secure – do not have to provide email address

Time Saving – eliminates web browsing and constant checking if new updates are available

Space Saving – eliminates storing copies of documents

Email Friendly – removes email clutter (note: RSS feeds can also be delivered to an email client

No Record – as notices are updated, old feeds are dropped

Uses more bandwidth - automated monitoring means constant checking for updates

Text Only – Feeds are only text

No Tracking – do know how many people use the FSS feed, not open or click-through statistics.

If it is all about making it easier, RSS has a place in project management.

Resources

- **RSS Advisory Board** – RSS 2.0 Specification - http://www.rssboard.org/rss-specification
- **Harvard** - Technology at Harvard Law – RSS Directory - http://blogs.law.harvard.edu/tech/directory/5
- Web Reference - **Introduction to RSS** – http://www.webreference.com/authoring/languages/xml/rss/intro/
- **Wikipedia** – RSS – http://en.wikipedia.org/wiki/RSS
- EEVL – RSS-**A Primer for Publishers & Content Providers** – http://www.techxtra.ac.uk/rss_primer/
- **MNOT – RSS Tutorial for Content Publishers and Webmasters** – http://www.mnot.net/rss/tutorial/
- Web Resource – **RDF Site Summary** (RSS) Specification - http://web.resource.org/rss/1.0/
- Whitepaper – **Feed Your Enterprise with RSS** – by Patrick Kennedy, Step Two Designs, www.steptwo.com.au – November 2006

Upcoming Neal Whitten Seminar - full day, March 24
No-Nonsense Advice for Successful Projects
by Kathleen Langone, PMP
March 24th All-Day Seminar

The MassBay chapter is once again pleased to be hosting Neal Whitten, PMP, an engaging speaker and best-selling PM author, with an extensive background in the areas of both project management and employee development. His seminar, No-Nonsense Advice for Successful Projects, takes leadership and project management to a personal level and reveals leading-edge best practices that make all the difference between leading consistently successful projects and playing the victim with troubled projects. Focusing mostly on leadership and soft skills, but including hard skills and life skills, this seminar reveals choices to make and behaviors to adopt that are invaluable in helping a person become a successful project manager and leader.

Learning objectives include:

- Identify best practices that cause your behavior, decisions, and actions to become more deliberate, effortless, and naural as you lead.

- Identify personal attributes --- leadership and soft skills --- that contribute to your success and the success of your project.

- Create a culture that fosters the success of your project.

Register at the PMI MassBay web site—www.pmimassbay.org

year, and the position has a two year term. As Recording Secretary, you record and publish the Board of Directors meeting minutes, and work closely with the Director of Membership and the Webmaster.

Another opportunity available is serving as the Chapter's Director of Membership. As Director of Membership, you would update our membership database from the monthly report provided automatically every month by PMI, and you get to welcome every new Chapter member as well.

Detailed position descriptions are available on the Chapter website.

Of course, you earn PDUs for serving, but if PDUs are your prime motivation, I can tell you that you should look elsewhere for them. But if you'd like to contribute, to run and build a dynamic organization and have a considerable amount of fun doing it, these are amazing opportunities.

For more information about any of these positions, if you are interested in filling the Director of membership position, or if you would like to volunteer in a different capac-

ity, please contact any member of the Board of Directors (affectionately known collectively as "The BoD"). If you would like to nominate yourself or another Chapter member for an elected Officer position, please send an email to either president@pmi-nh.org or to president-elect@pmi-nh.org and we will follow up.

Officers and Directors must be members in good standing of PMI New Hampshire Chapter, have no legal action underway, pending or contemplated with the Chapter, must declare potential conflicts of interest and must be able to represent the BoD and Membership in a consistently professional manner.

This issue's closing quote comes from Margaret Mead:

Never doubt that a small, group of thoughtful, committed citizens can change the world. Indeed, it is the only thing that ever has.

I look forward to seeing you at the next Chapter meeting!

Howie Lyhte, PMP
President
PMI New Hampshire Chapter

Did you know? *—The page numbers throughout the newsletter are active links. To navigate from page to page in an article, just click on the 'continued on' or 'continued from' page to get back and forth.*

Here, we can learn a lot from our football brethren. They pull out the champagne immediately and let the party begin, but they also spend a lot of time analyzing their win – what they did right and wrong, and what they can learn from it for next season.

The Roar of the Crowd

There's a reason that football is a marketing bonanza. It's fueled with emotion and glory, the triumph of victory and the agony of defeat. It has all the elements of human tragedy and comedy in one grand event, but why do we know that? Because that's what the NFL and the marketers have been telling us since the first football game.

So, when your project is complete, who are you telling? How are you marketing your victory? While the roar of the crowd may not be at SuperBowl level, you'll be surprised how the volume increases when you market your success, achievements and ROI to your fans.

Michelle LaBrosse, PMP, is the founder of Cheetah Learning, and author of *Cheetah Negotiation* and *Cheetah Project Management*. The Project

Management Institute, www.pmi.org, recently selected Michelle as one of the 25 Most Influential Women in Project Management in the World, and only one of two women selected from the training and education industry. She was featured in the October 2006 issue of PM Network Magazine, and also graduated from the Harvard Business School's Owner President Managers (OPM) program in March 2006.

Her articles have appeared in publications such as: *European CEO Magazine, Plant Engineering Magazine, Industrial Engineer Magazine, Control Engineering Magazine, Journal of the American Association for Medical Transcription JAAMT, NSSEA Essentials Magazine, ASTN Network Magazine, Radio Sales Today, Sprinkler Quarterly & Technology Magazine, The Federal Credit Union Magazine Online, Business Quarterly Online American Society of Landscape Architects, ACRP Wire Association of Clinical Research Professionals, American Council of Engineering Companies Association* and more.

With a B.S. in Aerospace Engineering, and an M.S. in Mechanical Engineering, LaBrosse has done extensive post-graduate work with the Massachusetts Institute of Technology Center for Advanced Educational Studies and with the University of Washington Industrial Engineering Program in accelerating adult learning with respect to meeting core business objectives.

She lives in Nevada with her family and likes to rejuvenate in Alaska where you'll often find her kayaking, golfing or hiking.

Eric Johannesson, PMI-NH's Director of Education, briefs students on the upcoming PMP preparation mentoring classes conducted by PMI-NH.

Dave Connors, Assistant Director of PMI-NH's Ambassador Program greets meeting attendees along with Howie Lyhte and Julie Wyman, Director of Sponsorship.

(Continued from page 12)

The PMI-NH.org Web Site and RSS

Within a few months, the PMI-NH web site will add a RSS feed. You will be able to subscribe to receive feeds when changes occur on the web site. Specifically there will be feeds when new jobs are posted, pdu information is posted, the newsletter is posted or updates on chapter events are posted. Look for the familiar orange RSS icon.

In the next issue, I will continue with a review of other tools. I am looking forward to feedback from you. Tell me (webmaster@pmi-nh.org) what your favorite web tools are or what you would like to read about.

Attendees at the PMI-NH February meeting.

(Continued from page 10)

I did read a few reviews on this book that questioned the historical accuracy of some of the facts. As such, I wouldn't go off and reference it in a PhD dissertation or anything. It is a light read with some poignant lessons.

Favorite Features

- Diverse historical focus. No one is safe !
- Analysis of what went wrong and what could have been done right.

Buy it, borrow it, or burn it.

If you don't like military history, you likely won't like this book because... its military history. If you are a fanatic about history, you likely won't like this book due to factual mistakes. It's a good gift and a fun read for those who enjoy a little history with some humor thrown in. It also could get you thinking about your project in a different way. Perhaps a few of us can get together and write 'How to blow a schedule' or 'How to overspend a budget' for the PM community.

I hope you enjoyed this review. If you have any comments or know of a good PM book others might like, feel free to email me at neil.craig@mksinst.com.

About the PMI-NH Journal

The PMI-NH Journal is the Journal of the New Hampshire Chapter of the Project Management Institute (PMI-NH). All material is Copyright PMI-NH 2006, except as noted.

The Journal Charter is to produce a chapter newsletter which provides a mechanism for:

- Relaying information about chapter events, general news, and outside interests.
- Chapter members and others to share personal project management experiences and information in an interesting and entertaining manner.
- Allowing feedback from chapter members on chapter-related issues.
- Members to have fun. We promise to remain professional but not to not take ourselves too seriously.

The journal is governed by a Board of Editors under the auspices of the PMI-NH Director of Communications. Chapter members are encouraged to submit proposals for articles to communications@pmi-nh.org at least two months prior to the expected date of publication. Send proposals to:

communications@pmi-nh.org

2006/7 Publication Dates

Issue	Proposals Dues	Submittals Due	Target Publication
Sept/Oct 2006	14 Aug. 2006	11 Sept. 2006	18 Sept. 2006
Nov/Dec 2006	25 Sept. 2006	30 Oct. 2006	6 Nov. 2006
Jan/Feb 2007	15 Nov. 2006	8 Jan. 2007	15 Jan. 2007
Mar/Apr 2007	19 Jan. 2007	12 Mar. 2007	19 Mar. 2007
May/June	14 Mar. 2007	7 May 2007	14 May 2007