

# PMI Breakfast Roundtable – South

## Friday, October 7<sup>th</sup>, 2005

### **Topic No. 1 – Implementing Tools:**

- Looking for an integrated tool that is simple for everyone and easy to access
- Presently using spreadsheets to track performance (actuals)

### **General comments:**

- ❖ Involves a cultural change
- ❖ Not an easy sell
- ❖ Need executive/management support
- ❖ Need a mix of tools and people and then communicate, communicate, communicate
- ❖ Check to see if there is a “corporate” standard/software model established (but they may want fresh ideas)
- ❖ You have to find out “What’s in it for me?” Why do they need to track their time?
- ❖ Actuals: milestones and hours don’t always match up – you need to decide/determine what you want the tool to do before deciding which tool(s) to use.

### **Possible Tools\*:**

1. Project Central (MS Project):
  - a. Sharepoint portals
  - b. Client portals
  - c. Resource management
  - d. Happy with it
  - e. Fairly easy
2. Primavera:
  - a. Early product
  - b. Used for a large project
3. Planview
4. Webtools:
  - a. Project website
  - b. E-room (Webex)
  - c. Customize it to your needs
  - d. Project information in one place
  - e. Online conferences
5. Email
6. MS Word
7. Scheduling Tools
8. Collaboration Tools

*\*You may use one tool for Project Managers (desktop) and another tool for Others (web-based).*

## **Topic No. 2 – Fixed Cost Estimating (Software):**

- No company history to estimate for this project

### **General comments:**

- ❖ Mostly manpower estimates
- ❖ It shouldn't be immune to change control (build that in the contract)
- ❖ You don't have any company history but you have your history
- ❖ Develop the costs by stages, if possible
- ❖ 2 Stage approach: 1) Design 2) Build
- ❖ Convey to them that a project is a learning process:
  - Options A, B, C, D
  - End goal: on target and what they want
- ❖ When they don't know what they want:
  - Conduct interviews
  - Develop the scope and then get agreement
- ❖ Don't minimize testing (at least 25% of the estimate)
- ❖ Take one piece and multiply by the phases you have
- ❖ This is what it takes to do what we know how to do (scope definition)

### **Risk Transfer:**

- They are transferring the risk to you
- If you don't have the experience, the risk goes up
- Increase estimate because you don't have the prior experience

### **Functional Point Analysis (FPA):**

- From the 70s
- Black Box Approach (doesn't get into the business rules much)
- Scale = simple, average, complex
- When applied with previous projects = they were within 10%

#### Need to consider:

- ☞ Inputs
- ☞ Interfaces
- ☞ Information stored
- ☞ Outputs (queries and reports)