



About PMI:

With nearly 220,000 members in more than 150 countries, Project Management Institute (PMI) is the leading membership association for the project management profession. PMI is actively engaged in advocacy for the profession, setting professional standards, conducting research and providing access to a wealth of information and resources. PMI also promotes career and professional development and offers certification, networking and community involvement opportunities.

For more than 36 years, PMI has advanced the careers of practitioners who have made project management indispensable in achieving business results. For more information, please visit www.pmi.org.

Kathie Schaumburg, PMP, is employed in Birmingham.

Preparing for the PMP® Certification

If you are a project manager you are aware that companies are looking for qualified professionals to apply project management methodologies and techniques to their project requests. The PMP® certification training process prepares you for this role and if you pass the PMP® exam proves to employers that you are not only prepared but understand project management.

To pass the test you will need the knowledge of the following content areas as they relate to projects:

- Communication Management
- Cost Management
- Human Resources Management
- Integration Management
- Procurement Management
- Quality Management
- Risk Management
- Scope Management
- Time Management

Prior to applying for the PMP® Credential, candidates are required to read the PMBOK® Guide, have educational background, project management experience, and 35 hours of project management education. The exam consists of 200 questions, 25 of which are considered pretest questions, and you are given 4 hours to complete the exam.

There are many programs to choose from in order to prepare candidates for sitting for the exam. PMI Birmingham suggests the following:

1. Join the PMI Birmingham Chapter. (\$20)
2. Benefits include a free CD copy of the PMBOK® Guide when you join PMI.
3. Sign up for the examination. (\$405)
4. Join a study group to prepare for the exam.
5. Take an exam preparation course. PMI Birmingham offers a course that includes 6 sessions worth 18 contact hours.

Many exam preparation courses are available in Birmingham and the Southeast but the chapter believes its high quality offering is an incredible value. Our July session consisted of 6 sessions for 18 hours of classroom instruction for \$200 (members). Compare this to these recent offerings:

- 3 day PM Overview - \$895
- 4 day Exam Prep - \$699
- 2 day Exam Prep - \$1450

The PMP® Credential was ranked as one of the most sought after certifications of 2006. As the job market becomes competitive, having an additional edge on the competition and the help of the PMI Birmingham Chapter is invaluable.

- Kathie Schaumburg



About the Author:
Dr. David Hillson, PMP, FAPM, FIRM, MCMI, is internationally recognized as a thought-leader and expert practitioner in risk management. He is the founding partner Risk Doctor & Partners, with over ten years' experience in risk management consultancy and training. Hillson is a popular and award-winning conference speaker and author on risk. His recent emphasis has been the inclusion of proactive opportunity management within the risk process, which is the topic of his latest book. Hillson is an active member of the Project Management Institute (PMI®) and was a founder member of the PMI Risk SIG. He was awarded the 2002 PMI Distinguished Contribution Award for his work in developing the discipline of risk management. He is also a Fellow of the UK Institute of Risk Management and a Fellow of the UK Association for Project Management.

Encouraging Team Involvement

Dear Risk Doctor,

I am convinced that a structured approach to risk management would help my project, but my team is resisting the idea. They say they are too busy to do risk management in addition to their normal project tasks. What do you advise?

Frustrated Project Manager

Dear Frustrated Project Manager,

Anyone who is too busy for risk management is too busy! People who have no time to think about potential problems in advance, always manage to make time to fix problems when they happen. Try a combination of the following eight steps to encourage your team to adopt risk management:

1. *Mandate it.* If you can, it might help to insist that a structured risk management process must be implemented on your project. While it is not the whole answer, it sometimes helps to tell people what to do. If your company procedures include a risk process, then you can refer to this and explain that there is really no choice.
2. *Simplify it.* Risk management need not be complicated. Make the process as simple as possible without compromising effectiveness. Minimize the overhead for the team, keep risk meetings short and focused, and only collect information which you intend to use.
3. *Normalize it.* Explain to your team that managing risk is a "normal project task", and it is not an optional extra. All projects are risky, and risk management needs to be built into every part of the project. Plan and review risk responses the same as other project tasks, and expect your team to treat them just like any other task.
4. *Demonstrate it.* The project manager should lead by example, and be a role model for the team. If you show that you are serious about identifying and managing risk, and actively do it yourself, the team is more likely to follow your example.
5. *Use it.* When risk reports are written and forgotten, the team will learn that risk management is not important. But where the direction and strategy of the project is adjusted in the light of risk information, people will see that their efforts make a difference to how the project is run.
6. *Update it.* If the Risk Register is produced once and never updated, or agreed responses are not reviewed and monitored, the risk assessment will quickly become outdated and useless. Ensuring that current risk exposure is understood emphasizes the importance of the risk process.

Encouraging Team Involvement (cont.)

7. *Celebrate it.* Look for proof that risk management has tackled a threat so that a problem was avoided, or evidence that a potential opportunity has been converted into a real advantage. Record these successes and tell people about them. Success breeds success.

8. *"Pull" it.* Seek the support and buy-in of senior management. When the boss asks for risk information as part of the project governance, the team will know that it matters.

These steps should ensure that your team knows how importantly you view risk management, and should encourage them to take it seriously and do it themselves – because it works!

With best wishes,
The Risk Doctor

To provide feedback on this Briefing Note, or for more details on how to develop effective risk management [contact the Risk Doctor \(info@risk-doctor.com\)](mailto:info@risk-doctor.com), or [visit the Risk Doctor website www.risk-doctor.com](http://www.risk-doctor.com)

Recent Meetings Recap

It was a hot and dry summer but the chapter did not retreat to the beach or the swimming pool!

In July we held a luncheon for new members at the Inverness Country Club, had the July general meeting (PM Case Study Exercise) at the Harbert Center, and commenced our second PMP exam preparation course of the year.

August featured a free MS Project seminar and our general meeting at the Wynfrey was Computer Associates speaking about their Clarity PM Tool. We had great attendance – over 60 persons.

On August 24th Michael Dale and his membership committee put on the second networking mixer of the year at the Hilton 280 Perimeter Park. We are planning another one coincident with our December meeting, which is an evening meeting at the Harbert Center.

If you have ideas for meeting topics or potential speakers please email us at info@pmibirmingham.org.

Upcoming Events

Your board has a lot of activities planned for the remainder of the year. Highlights of our programs and seminars will include:

September 29, 2006 Career Coaching Seminar

Bobby Watts, VP of Special Projects has assembled a program with two local experts that is tailored to the needs of chapter members. The half day seminar will be helpful whether you are seeking a new position or growing your career with your current employer. 4 PDUs are available.

December 12, 2006 December Meeting - Kathleen Romero, PMI Board Member, will speak about "The PMI Strategic Plan".

Other events are related to chapter planning and outreach.

September 2006 Annual Member Survey

Each year the chapter conducts a web-based survey to determine member needs and satisfaction. This data will be used during the board's strategic planning session in October.

Last year we had 106 responses. This year we would love to have a 50% response rate from our nearly 400 members so **please take a few minutes to respond when the notice is sent out.**

September 21, 2006 TechBirmingham Mixer

TechBirmingham will be holding a mixer for the technology community at the McWane Center. PMI Birmingham representatives will be present at a table/booth to talk about the project management profession and inform attendees about our chapter and its events.

November 14, 2006 Annual Business Meeting

The November meeting is our annual business meeting. It is a forum to solicit and present plans for the new year, and the Board will solicit member suggestions for goals and direction in 2007. We need and appreciate your input and participation!

New Chapter Members

Please welcome the 52 members who joined us in since the last newsletter was published.

In June:

Wayne Barre, Eric Felty, Jennifer Gatewood, Daniel Heffernan, Jim Johnson, Sidney Knight, Matthew Kohler, Virginia Lewis, Lydia Lindberg, Mikal Mannings, Thomas Roberts, Kathleen Schaumburg, James Voltz, Dalphne Young

In July:

Harrison Abernethy, Jr., Mario Aguirre, Apparao Balla, Stephen Beasley, Janine Benbouajili, Vikas Boyanapalli, Sherry Crist, Harold Deason, Kelechi Ebegbulem, Angelia Forest, James Garrett, Jr., Allan Gathuru, Franklin Harter, Charles Hedrick, Malissa Horton, Scott William Kramer, Robert Kyzar, Raymond Lewis, Shirley Loewen, Stephen Malinoski, F.P Miesner III, Bhavana Musuluri, Derinda Rhodes, Trent Richardson, Bina Shah, Darren Smith, Teresa Zielinski

And in August:

Robert Brashier, Michael Buchanan, Christopher Hewett, Jack Lightsey, Stephen Linton, Richard Miller, Rodney Moon, Kevin Page, Timothy Paramore, Kyle Tyree, Kevin Vezertzis

We look forward to seeing you at an event soon!

PMI Birmingham

E-mail: info@pmibirmingham.org

More information available on all events at

www.pmibirmingham.org