ASMI
American Strategic Management Institute

Earn up to
12 CPE Credits
and PDUs



RESCUING & RECOVERING

Failing Projects

October 3-4, 2012
Washington DC

ANTICIPATE
Potential Problems and Weaknesses in Your Project Plans

LEARN
Process-Improvement and Problem-Solving Strategies

CREATE
a Detailed Action Plan to Address the Issues in Your Failed Projects

IN ASSOCIATION WITH:
The Performance Institute

www.ASMIweb.com/Rescue

Dear Colleague,

There is tremendous benefit in establishing procedures to stop a project from failing early in the lifecycle. This workshop focuses specifically on how to recognize that projects are in "trouble". The workshop concentrates on the actions that project managers need to take to assess, and ultimately plan to recover or terminate a project that has experienced significant difficulties. Tools and templates will be presented and put into context through various exercises and scenarios and case studies.

This workshop incorporates participatory learning with several team exercises aimed at reinforcing the presentation topics through peer discussions and analysis.

BENEFITS OF ATTENDING

At the end of this workshop, participants will be able to:

- ✓ **DEVELOP** working definitions of project success, failure and trouble
- ✓ **DISCUSS** how and why projects get in trouble
- ✓ **LIST** and discuss the root causes of project failure
- ✓ **DISCUSS** techniques for performing project reviews
- ✓ **DETERMINE** the type of project review required
- ✓ **DEVELOP** the intervention plan for fixing a troubled project

Participants will also qualify for up to 12 PMI PDUs (Professional Development Units) as a result of attending this workshop.

We hope to see you soon.

Best regards,
The Performance Institute and
The American Strategic Management Institute

JOIN US

for this interactive and applied workshop that will provide you with successful strategies to overcome troubled projects

Who Should Attend?

This event is of particular significance to those organizations wishing to reduce project failure and teach project managers how to avoid issues in future projects. Specifically, the following people should attend:

- ✓PMO Managers
- ✓IT Executives
- ✓Members of the Leadership Team
- ✓Center of Excellence Managers
- ✓Process and Best Practice Managers
- ✓Senior Business Professionals
- ✓Program and Project Managers
- ✓Business Analysts

DAY 1

8:30 Conference Registration & Continental Breakfast

9:00 Welcome and Opening Remarks

9:30 MODULE I

Project Success and Failure

This module will set the stage for the next two days. The participants will evaluate how both you and your organization define success. The module will also leverage in-depth exercises that will help drive home the definitions of success and failure. The module will then detail how a troubled project should be labeled and what are the acceptable ranges to classify the project in the "troubled project " arena.

Key topics that will be covered in Module I:

- Exercise: define success and failure
- Examine examples of successful project outcomes
- Analyze failed project objectives
- Understand the various zones of success and failure
- Exercise: identifying trouble indicators
- Create labels for projects in trouble
- Exercise: define various root causes of troubled projects
- Define acceptable ranges for variance
- Team Exercise: develop a working definition of a "Troubled Project"

12:00 Complimentary Lunch to be Provided

1:00 MODULE II

Project Reviews

This module will provide a review of the standard audit and tracking reports used during a project. This review will then be used to build a process using a project health checklist and various audit criteria to assess your current projects. This audit will provide the needed material to create a detail action plan to address the issues in your project. There will be a series of exercises that will give users the ability to use the tools we learn in this module on their own projects.

Key topics that will be covered in Module II:

- Understand the benefits of project status meetings
- Examine project audits or delivery review formats
- Identify the objectives of an Audit
- Assess project delivery reports
- Begin to plan for a project audit
- Exercise: review an assessment report
- Utilize a project health check template
- Learn about the troubleshooting process
- Team Exercise: develop a template for conducting a troubleshooting review
- Discussion: how are quality issues addressed on troubled projects

4:00 Day 1 Adjourns

DAY 2

8:30 Registration & Continental Breakfast

9:00 Welcome and Day 1 Summary Discussion

9:30 MODULE III

Project Rescue — Recovering from Problems

This module will build off the previous modules and help put your rescue plan into action. The module will provide the user with concrete tools and techniques to rescue the project in question and will provide answers how to best monitor the rescue plan. The module will also leverage various unique exercises to drive home the tools to ensure projects are fully rescued.

Key topics that will be covered in Module III:

- Examine various project rescue efforts
- Identify runaway project remedies
- Exercise: work through the project rescue process
- Discuss turnaround strategies
- Define your target position
- Exercise: examine the ideal solution element
- Evaluate strategic options
- Generate plans & endorsement strategies
- Identify the desired outcomes associated with the project rescue
- Pin point potential ramifications and examine checkpoints required
- Discussion: Why is it a challenge to terminate a project

12:00 Complimentary Lunch to be Provided



root cause analysis (RCA) to identify and address underlying issues

In-House Training

One of the more popular vehicles for accessing the Institute's educational offerings is the delivery of on-site trainings and management facilitations. Bringing a training or facilitation in-house gives you the opportunity to customize a program that addresses your exact challenges and provides a more personal learning experience, while virtually eliminating travel expenses. While many training providers will offer you some variation of their standard training, The Performance Institute's subject matter experts will work with you and your team to examine your programs and determine your exact areas of need.

Areas of Expertise:

On-site delivery of single courses, certification programs and entire packages of specialized courses are available in the following areas:

- ✓Strategic Planning
- ✓Performance Measurement
- ✓Project Management
- ✓Lean Six Sigma
- ✓Workforce Management
- ✓Performance-Based Budgeting
- ✓Performance-Based Contracting
- ✓Performance Reporting
- ✓Program Evaluation
- ✓Administrative Management
- ✓Leadership and Change

FOR MORE INFO ABOUT IN-HOUSE TRAINING & CERTIFICATION OPTIONS, please contact: Chris Kamal at 202-739-9506 or at Chris.Kamal@ASMIweb.com.

DAY 2

1:00 MODULE IV

Terminating a Troubled Project - Planning and Executing a Project Termination

This module will bring a conclusion to the previous three modules. The problem with most companies is that they struggle to terminate a lost project. This module will arm you with the needed tools and techniques to know when you should terminate a project. The participant will receive a set of tools that will help facilitate the conversation with senior management so that you can pitch a proposal to terminate vs. spending more money for a non-recoverable project. There will also be a final exercise that will tie all the modules into one final case study.

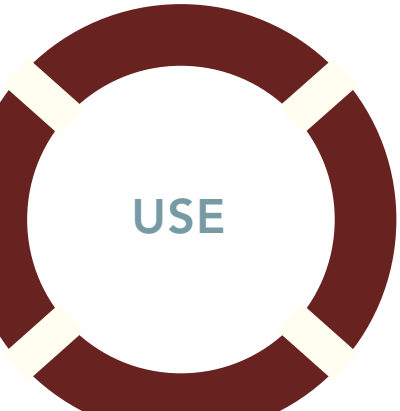
Key topics that will be covered in Module IV:

- Examine the planning stages for a project termination
- Identify the reasons why project termination at certain points is necessary
- Learn how to best make a termination decision
- Analyze guidelines for project termination
- Team Discussion -- Project Closure
- Final wrap-up exercise

4:00 Training Adjourns



a process-driven approach to identifying and solving project crises



a project checklist to gauge the health of project success

Sponsorship Opportunities

As a conference and training provider, ASMI is an expert in bringing together leaders to share and discuss best practices and innovations. We connect decision-makers with respected solutions providers.

ASMI offers four different pre-designed sponsorship packages:

- ✓Event Co-Sponsor
- ✓Session Sponsor
- ✓ Luncheon Sponsor
- ✓Exhibit Booth Sponsor

FOR MORE INFO ABOUT EXHIBITING & SPONSORSHIP OPPORTUNITIES,
please contact: Andrew Goodwin at 202-739-9707 or email him at Andrew.Goodwin@ASMIweb.com.

Logistics

VENUE & HOTEL

Rescuing and Recovering Failing Projects will be held at The Performance Learning Center in Washington DC. The Learning Center is just a few blocks from both the Gallery Place-Chinatown and Metro Center metro stations. A public parking garage is located inside of the building at the current rate of $18 a day and is accessible from K Street.

The Performance Learning Center
901 New York Ave, NW, 3rd Floor, Washington, DC 20001
202-524-8041

PLEASE NOTE: The building elevators do not allow delegates up into the Learning Center until 8:30am.

The American Strategic Management Institute has secured a group rate discount at a surrounding hotel provider. Please contact customer service for the most up to date rate at 877-992-9522.

TO REGISTER ONLINE: visit ASMIweb.com/Rescue and click on the Venue and Hotel tab.

TUITION & GROUP DISCOUNTS

The tuition rate for the **Rescuing and Recovering Failing Projects** is as follows:

PRICING	RATE ENDS
$599	August 24
$699	September 14
$799	Closing

For more information on pricing and group discounts please contact: Anthony Masucci at 202-739-9548 or email him at Anthony.Masucci@ASMIweb.com.

CPE CREDITS: UP TO 12

Delivery Method: Group-live
Prerequisites: None
Program Level: Intermediate
Advanced Preparation: None

Sponsor Organization Name and Sponsor ID Number:
Thompson Media Group 109435

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PDUs: UP TO 12

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CANCELLATIONS & QUALITY ASSURANCE

The American Strategic Management Institute (ASMI) strives to provide you with the most productive and effective educational experience possible. If after completing the course you feel there is some way we can improve, please write your comments on the evaluation form provided upon your arrival. Should you feel dissatisfied with your learning experience and wish to request a credit or refund, please submit it in writing no later than 10 business days after the end of the training to:

ASMI: Quality Assurance
805 15th Street, NW, 3rd Floor, Washington, DC 20005

Note: As speakers are confirmed six months before the event, some speaker changes or topic changes may occur in the program. The Institute is not responsible for speaker changes, but will work to ensure a comparable speaker is located to participate in the program. If for any reason PI decides to cancel this conference, PI accepts no responsibility for covering airfare, hotel or other costs incurred by registrants, including delegates, sponsors and guests.

DISCOUNTS AND PAYMENT

- All 'Early Bird' Discounts must require payment at time of registration and before the cut-off date in order to receive any discount.
- Any discounts offered by The Institute (including team discounts) must also require payment at the time of registration.
- All discount offers cannot be combined with any other offer.
- Discounts cannot be applied retroactively.
- Payment must be secured prior to the conference. If payment is not received by the conference start date, a method of payment must be presented at the time of registration in order to guarantee your participation at the event.

Registration Form

CALL:
877-992-9521

FAX FORM TO:
866-234-0680

VISIT US ONLINE:
ASMIweb.com/Rescue

REGISTRATION FORM

☐ Yes! Register me for **Rescuing and Recovering Failing Projects**

☐ Please call me. I am interested in a special group discount for my team

Delegate Information

Name | Title

Organization | Dept.

Address

City | State | Zip

Telephone | Fax

Email

Payment Information

☐ Check ☐ Purchase Order/Training Form ☐ Credit Card

Credit Card Number | Expiration Date | Verification no.

Name on Card

Billing Address | City | State | Zip

Please make checks payable to: The Performance Institute

CANCELLATION POLICY: The Performance Institute will provide a full refund less a $399 administration fee for cancellations requested four weeks prior to the event start date unless cancellation occurs within two weeks prior to the event start date. If a cancellation is requested less than two weeks prior to the event start date, no refund will be issued. Registrants who fail to attend and do not cancel prior to the event will be charged the entire registration fee. All cancellations must be requested through the cancellation link found in your attendance confirmation email. Please note that cancellation is not final until you receive a cancellation confirmation email.

☐ I have read and accepted the Cancellation Policy above.

ACKNOWLEDGED AND AGREED

By: _____ Date: _____

Priority Code: T420-WEB

About ASMI

ASMI is private think tank seeking to improve corporate performance through the principles of accountability, performance and engagement.

We serve as the nation's leading authority and repository on performance-based management practices in the private sector. Our mission is to identify, study and disseminate the leading management innovations pioneered by "best-in-class" organizations.

Through our national conferences on pressing issues, interactive training programs for managers, best practice research and strategic consulting services, the Institute provides cutting edge expertise in the design, implementation and evaluation of strategies to solve operational and managerial challenges and enhance organizational performance.



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