

MBF Consulting Services Inc.



***“If This Was Easy, Someone Else
Would Be Doing It!” © 2006-2007***

**A series of introspective speaking topics and articles
on how to navigate in the real world of project management**

*The 2007 Catalogue of available
Presentations & Articles provided by*

Michael B. Flint, PMP

President & Senior Project Management Consultant

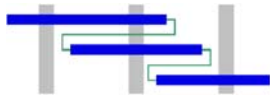


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The Keynote presentation that started the Series

☑ If this was Easy someone else would be doing it! © 2006-2007

Helping you survive in the real world of project management!

Projects can be defined, can be measured and can be controlled. Project Managers provide the management that helps define, measure and control, despite the perception that projects are over budget and behind schedule. One of the reasons is “things” change and one of the many skills a project manager has is - Change Management. That is, the ability to manage the project through a changing world and still meet expectations.

Project Management is not simple, it is not easy and it is not for the faint of heart. You may be able to read the book, pass the exam and be designated a project manager. However, without the scars, the grey hairs and that all important experience, you may be a project manager, but in title only. Projects happen in the real world; things go wrong; deliveries are late; people leave; scope changes; risks become more important; and budgets get slashed. One of the key criteria for an effective project manager is the ability to exhibit a high level of confidence for the project, the team and the sponsors while at the same time, deal with the ever present paranoia that everything will go wrong. Good Project Managers do have split personalities - totally confident and totally paranoid! And when things really get tough, you can always find solace in reflecting on that fact that “If this was easy, someone else would be doing it”!

Michael will provide a high-level view of what projects are, what the processes are and what sorts of tools are in a good project manager’s tool-box. He will also provide some experiences and example of what can go wrong and what can be done to resolve the issues. The presentation will also follow the concept of Practical Project Management (the “Art”) rather than the “Science” of Project Management as it applies to day-to-day functions of running projects.

Format

One-to-Two hour Presentation

Designed for anyone who is a project manager, works with a project manager or manages a project manager - no limit to the size of group

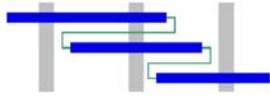
4-hour to 1-day Presentation & Introduction Workshop

Focus to take the presentation to the next step and help resolve some of the issues and concerns

Markets

- Associations, Service Industry, Small, Medium & Large companies, Financial, Insurance & Government Services





☑ Practical Project Management for the Non-Project Manager © 2004-2007

Providing a practical awareness of the project management language, methodology and processes in today's world

This presentation is designed to provide the non-Project Manager with an awareness of the Project Management language, methodology and processes. A non-Project Manager can be a Manager of Project Managers; could be a colleague of a Project Manager, or person considering becoming a Project Manager, or just someone who wants to know what the hype is all about.

The presentation will cover the following points:

- An understanding of the key components of the Project Management processes
- A focused review of key approaches for achieving success
- An understanding of some key roles & responsibilities and team expectations
- To show how the Project Management processes and methodology will help Projects be successful in your company, association or personal life

The short format approach to project management is intended for those who have to run projects as part of their job, but do not have the luxury of dedicating an individual or team to run those projects. This presentation will give a roadmap to the individual to help manage through the issues they will indeed be met with. For the longer format (4-hours) some customization can be accommodated based on prior knowledge of the audience requirements and issues.

The two-day workshop is generally a focused session, customized for a particular organization and a requirements review session is part of the fee structure, so that the workshop relates directly to the challenges facing the participants, rather than working with "widgets".

Format

One-hour Presentation (Introduction and Overview)

Designed for Executives, Managers and Staff who have unique deliverables on a one-time basis (a project)

½ to Full-day Presentation & High-level Workshop (some customization)

Designed for Managers, Supervisors and Team Members who need to deliver

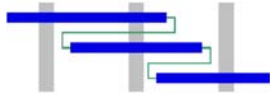
2-day customized Workshop for the client audience

Designed for a focused workgroup of approximate 20- participants within a specific organization who need to understand the processes and methodology

Markets

- Small and Medium sized companies that do not have a formal project management structure
- Start up companies, growth industries, small business operations, services sector, financial and insurance services, government services





☑ Other Topics:

Management Presentations

- ☑ KIS side of Project Management - using Occam's Razor as a Guide
- ☑ So you want to be a Project Manager You must be nuts!!!
- ☑ Good to **Great** Project Management - What makes a **Great** Project Manager
- ☑ Project Management Office - Assessment & Evaluation
- ☑ So you want a Project Management Office - Why?
- ☑ Value of Project Management
- ☑ Earned Value and Project Management - a practical use of the Ratios

Project Management in Real-life

- ☑ It has to be **Red** . . .

A practical study on User Requirements using the analogy of buying a Car with my wife

- ☑ I was thinking maybe **Blue** this time . . .

A practical study of Scope Management using the analogy of decorating a room at home

- ☑ But I wanted a **White** one . . .

A review of risk management as it applies to expectations and contract management using the analogy of a wedding

Specialized Consulting Presentations & Workshops . . .

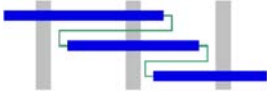
- ☑ **Managing Expectations in Times of Change**

(with Herman Gonzalez) providing an interactive workshop starting with a presentation on how change can be managed through flexibility and understanding of the environmental issues. The workshop will take participants through a real-life example, typically of their own choosing of a change they are facing and have them work through the process to determine solutions that will work for them. Techniques involve "thinking outside the box" and using motivational and leadership skills to overcome the resistance to change.

- ☑ **PMI Leadership Finances: More than balancing A Cheque Book**

Review of how to manage finances for the typical Project Management Institute (PMI) Chapter reviewing standard practices for budget and financial control, including management reserve.





☑ This not a Project, this is a Business - PMs running PMI Chapters

Providing a review of how to manage a Project Management Institute (PMI) Chapter from Board direction to volunteer management, recognizing that project management techniques may work, general management skills are required, as the Chapter is a Business not a Project.

Project Management Body of Knowledge (PMBok) Topics - Skills Transfer

- ☑ Project Management Framework - including Project Life Cycle & Standard Processes for Project Management
- ☑ Project Integration Management
- ☑ Project Scope Management
- ☑ Project Time Management
- ☑ Project Cost Management
- ☑ Project Quality Management
- ☑ Project Resource Management
- ☑ Project Communications Management
- ☑ Project Risk Management
- ☑ Project Procurement Management

