

## Speaker Requirements – IPM Workshop 2018

Requirement	Description	Due Date	Comments
<p><b>Session Abstract:</b> Workshops (45 or 75 Min.)</p> <p>Practice Symposia (45 Min.)</p> <p>Training Presentation: Requirements are provided separately by Bill Mathis.</p>	<p>The abstracts for the he Workshops and Practice Symposia must follow the template below. The text is to be 10 point Arial font. The abstract cannot exceed one page (~500 total words).</p>	<p><b>September 4, 2018</b></p>	<p><b>Abstract File Name:</b> The abstract file is to be named with the last name of the primary speaker, a dash, and the session title.</p> <p><b>Abstract Submission:</b> Submit to: <a href="http://ipmworkshop.org/submit/">http://ipmworkshop.org/submit/</a></p> <p>Incomplete or non-compliant abstracts may not be considered.</p>
<p>CPM will notify selected Speakers</p>	<p>Speakers and presentations will be based on Workshop Objectives</p>	<p><b>NLT October 8, 2018</b></p>	<p>Each Coordinator will notify selected Speakers. Training instructors are required to be members of CPM.</p>
<p><b>Presentation Material:</b></p> <p>Workshops (45 or 75 Min.)</p> <p>Practice Symposia (45 Min.)</p> <p>Training (75 Min.)</p> <p>(Allow time for Q &amp; A within above session durations)</p>	<p>The submitted presentation must be in PowerPoint format.</p> <p>The presentation is included in the mobile app</p>	<p><b>October 30 2018</b></p>	<p>The name of presenter &amp; title must be shown on first slide.</p> <p>The presentation file is to be named with the last name of the primary speaker, a dash, and the session title.</p> <p>Submit to: bbarry@mycpm.org</p>
<p style="text-align: center;">Registration</p>	<p>Registration at special speaker's rate of <b><u>if paid by due date.</u></b></p>	<p><b>NLT November 1, 2018</b></p>	<p><b>Speaker Registration Fee</b> – <b>Until Sept. 14. - \$500</b> <b>After Sept 15 - \$550</b> <b>After Oct. 29 - \$650</b></p>
<p style="text-align: center;">Presentation Delivery</p>	<p>Delivery of prepared Presentation at the conference during a scheduled session</p>	<p>November 13 – 14, 2018 as scheduled by track coordinator</p>	<p>Specific place and time of presentation will be coordinated prior to conference</p>

## **Workshop and Practice Symposia Topic and Speaker Expectations and Selection**

### Workshop vs. Practice Symposia:

Workshops are forums to introduce and develop new and emerging practices and techniques to improve program management using integrated program performance management (IPPM). Objectives are to identify potential solutions. The Workshops are not intended to provide training or instruction, but to encourage an open discussion on the Workshop topic.

The Practice Symposia provide the primary avenue for people to share best practices and other insights for others to continue evolving the related discipline and its accepted practices.

### General Speaker Expectations:

CPM expects speakers to adhere to the timing as listed in the event agenda, to provide a quality session, and to be respectful of all participants and their views. CPM forbids you from selling, promoting, or endorsing any products and/or services within your presentation. You may mention products or services, but further promotion is prohibited. CPM members are traditionally vocal in their displeasure with sessions that appear to be sales presentations or promotions. Any speaker who chooses to make a pitch during their presentation will not be selected to speak at any future CPM related events. One or two slides discussing your background, the organization you work for, and what your position entails is sufficient to set the context for your presentation.

### Workshop and Practice Symposia Topic and Speaker Selections:

The content of the Workshops and Practice Symposia sessions are intended to reinforce the theme of ***“Providing Intelligent Pathways for Management and Leadership”***. In support of the theme, specific sessions within each Track will be selected based on the following evaluation criteria. When submitting an abstract, it should be related to the track and session.

- Value of the topic: Evaluation of the value of the topic to the community.
- Alignment of topic to the Track: How well the topic fits within the defined Track.
- Balance of depth and breadth: Seeking depth in a topic area, along with the link and alignment across the Tracks. The idea is that each topic is important alone, then has an important role in the specific Track, and also tells a key part of the value of our sessions across all Tracks.
- The emphasis on real practices and examples: Contains only needed conceptual information so that participants can appreciate the details and learn from the insight.
- Diversity of presenter perspectives: Functional expertise in the topic, customer and oversight authority perspectives, practitioner experience, industry, geographical considerations, variety of organizational sizes and dynamics, etc.

## Workshop and Practice Symposia Abstract Template

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**Submitted for consideration as a:** [Place an "X" in the Track option below]

Workshop (75 Minutes): _____	Workshop (45 Minutes): _____	Practice Symposia (45 Minutes): _____
If Practice Symposia, list the Track # and letter: [Select from Track topics on the next Page]		

### [Enter Title of the Session]

#### Brief Session Summary:

[Provide a brief summary of the session. It must be less than 75 words. Note that Workshops can be submitted for consideration under both the 75 and 45 minute options – check both Workshop options.]

#### Expanded Session Description:

[Provide a session description (~200 words) of the session that expands on the brief summary above. This content to be published on-line. This information is a key criteria used by attendees to determine which session to attend.]

#### Expected Key Takeaways for Participants:

[Provide a description of the key takeaways that attendees will glean from the session to enhance or support them professionally. This information is an important criteria used by attendees to understand how they may benefit from attending the session.]

### [Enter Presenter's Name and Organizational Info]

[Enter Presenter's Email and Phone Number]

[Provide a summary bio for the presenter. If more than one presenter, repeat this section for each presenter. Do note that the entire abstract is not to exceed one page (~500 words).]

## ----- Abbreviated Example Abstract below Emphasizing the New Areas -----

**Submitted for consideration as a:** [Place an "X" in the Track option below]

Workshop (75 Minutes): _____	Workshop (45 Minutes): _____	Practice Symposia (45 Minutes): <u> X </u>
If Practice Symposia, list the Track # and sub-element letter: Track 1b		

### How to Manage Firm Fixed Price (FFP) Programs

#### Brief Session Summary:

This session will provide strategies and practices used to effectively manage FFP Programs.

#### Expanded Session Description:

Pretend this is the best ~200 word summary ever read. If you need a great example, let us know.

#### Expected Key Takeaways for Participants:

Attendees will understand (1) the process we go through to manage FFP programs, (2) the practices and guides in place for Program Managers, (3) how we tied technical, cost, and schedule performance discussions into traditional program reviews, and (4) how we keep line management focused on the performance of these programs even though customers are not driving the attention.

### Tommy Tutone, PMP, IPPM, Acme Corporation

Tommy\_Tutone@acme.com; 867-5309

Pretend this is the best ~200 words that could lend some context to my credibility to speak on this topic.  
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## Practice Symposia Categories for IPMW 2018:

The planning of IPMW 2018 Tracks will be from among the topic categories listed below. In the abstract submission, list the Category (Cat) number and sub-element letter (e.g., Cat 1a) to aid the reviewers in their consideration.

- Cat 1: Integrated Program Management (IPM) System development and maintenance
  - a) Development and maintenance of EVM System
  - b) Development and maintenance of IPM System for non-EVM programs
  - c) Balancing extreme EVM System needs with “Regular” IPM System needs
  - d) Driving project performance management in the era of Building Information Modelling (BIM) **\*\*NEW TOPIC\*\***
  - e) Scaling and tailoring alternatives
  - f) Process Discipline Integration (e.g. Lean, Six Sigma, CMMI)
  - g) Integration of other key process disciplines into PM and EVM practices (e.g., risk management)
  - h) Production Management
  
- Cat 2: Contracts, Contracting & Project Start-up
  - a) Project transition and start-up planning and activities
  - b) Integration of subcontractor and prime contractor practices and data
  - c) Finalizing the implementation of EVM on a Task Order Contract
  - d) Scaling and tailoring alternatives for the program
  - e) Effective project communication
    - i. Effective project storytelling techniques
    - ii. Improving project communication
  - f) Engagement of executive management and stakeholders
  - g) Going from the proposal BOEs to the initial baseline in execution
  - h) Identifying and staffing the program with the right resources
  - i) Work Breakdown Structure (WBS) development
  - j) Contract Management
  
- Cat 3: Performance Measurement
  - a) Implementing an effective performance measurement program
  - b) Predictive Measures
  - c) Technical performance measurement planning and metrics
  - d) Business and mission outcome management
  - e) Selling the value of the technical outcomes
  - f) How do all technical, schedule and cost measures tell an integrated story
  - g) Solutions to capture metrics to improve processes and practices
  
- Cat 4: Project Scheduling
  - a) Integrated Master Plan (IMP) and Integrated Master Schedule (IMS)
  - b) Best practices
  - c) Planning and baselining

- d) Simulation
  - e) Using risk details as the basis for schedule analysis and simulation
  - f) Statusing, forecasting, and analysis
  - g) Critical and driving path analysis
  - h) Integration of risk management with schedule and resource management
- Cat 5: System Validation, IBRs and Surveillance Reviews
    - a) Preparing the team (e.g., training, mock interviews, data traces)
    - b) Validation Reviews, IBRs, and Surveillance Reviews
    - c) System vs. Program Surveillance
    - d) Internal and External Surveillance
    - e) Internal and external Earned Value Analysis System (EVAS) processes
- Cat 6: Analysis, Forecasting and Reporting:
    - a) BOEs vs. ETCs
    - b) Formal (e.g., IPMR) vs. internal analysis and reporting
    - c) Executive/Enterprise vs. Portfolio vs. Project analysis and reporting
    - d) Using EVM for corrective action, in addition verifying planning “accuracy”
    - e) The right set of reports for the right team (analysis and reporting maturity)
    - f) Funding vs. budget management
    - g) CSDR
    - h) Earned Value Analysis Systems (EVAS)
    - i) Creating a reliable Latest Revised Estimate (LRE)
- Cat 7: Agile Integration:
    - a) Educating the Non-Agile Community on Agile, from the Agile perspective (Fundamental Agile and EVM concepts for beginners)
    - b) How does a contractor with a new Agile and EVM contracting requirement get started?
    - c) Product Increment Planning, Roadmap and Relationship to PMB (from the PM and / or System Engineering Perspective)
    - d) Contracting for Agile and EVM and Negotiating the CDRL list (SOO vs SOW)
    - e) Examples of Schedule execution and vertical traceability from the EVM Hierarchy through the Agile Hierarchy to drive EV (BCWP) reporting
    - f) Tracing of Agile technical progress and practices to traditional EVM measurement techniques
    - g) Managing change, Rework, Spikes and impact to Forecasting / ETC
    - h) Examples of execution and managing scope of the end product (user stories “how”, features / product = “scope”) (SOO vs SOW)
    - i) Agile and EVM panel (seeking panellists who have both executed agile and EVM contracts and participated in the various community initiatives – NDIA, PARCA / DCMA training, GAO, etc. Seeking abstracts summarizing experience from both PMs and EVM practitioners)
- Cat 8: Other: This is to provide a path to submitting a topic that may not fit in the above categories.