

Welcome to the 1Q18 Desai Management Consulting newsletter.



## Desai Management Consulting - 1Q18 Newsletter

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### Spring Might Be Coming...

Well hopefully everyone was able to celebrate the holiday season, and a more relaxed pace with family and friends. We now move into the truly unpredictable weather season - even more so this year - from snow to sunbathing and back again. We're all hoping for more "normal" weather moving forward towards Spring.

Once again, our senses are unfortunately overwhelmed by the recent tragedy in Florida. Our hearts go out all affected, and we are encouraged to each look around and ensure that we examine, understand, and appreciate all who are in our lives, and every day that we share with them.

To that end, our Takeaway this month, while simple, is invaluable in helping us all expand our awareness of the simple things around us, and how to make them a more lasting part of our daily life. I encourage you to take a look.



I always enjoy thanking [our customers](#), as they continue to help us grow and polish our expertise and our delivery of value to all. I would also like to thank [our team members](#) for their role in our success. In 2018 and beyond, we continue to add and deploy experienced skills in project and business process management and operational leadership. ***Working together we can endlessly focus on how to add customer value in every engagement.***

To be successful on projects requires a detailed and flexible collection of methods that supports the entire project life-cycle, with sufficient knowledge transfer to deliver sustainable customer capabilities. This quarter's Business Solution looks at the Project Management Plan as the collection of methods across the project life-cycle. I hope you find it of value.

In closing, I encourage us all to think once again about how precious life is, and that a proper balance between home and profession is what keeps us all intact - as individuals and families. Thank you for your continued support of Desai, and for making us a trusted partner in your business success. Please [contact us](#) for more information or any questions you may have.

Thank you for your support!

**Vijay Desai, Managing Partner**

# Business Solution

## The Value of a Project Management Plan (PMP)

All of us have had days when it seems like even the simplest project produces and requires an endless set of artifacts. Producing and coordinating all of these can be intimidating and time-consuming. Fear not, there is help!

The Project Management Institute (PMI) has defined the Project Management Plan (PMP) as the tool to coordinate everything needed throughout a project's life-cycle to be successful. PMI defines the PMP as "a formal approved document, that defines the overall plan for how the project will be executed, monitored and controlled."

The PMP may be a single detailed document or composed of one or more subsidiary planning documents. These additional planning documents provide guidance and direction for specific management, planning and control activities, such as schedule, cost, risk, staffing, change control, communications, quality, procurement, deployment, etc. Each of the subsidiary planning documents can be detailed to the extent required by the specific project.

Benefits of creating a PMP include:

- Clearly defined roles, responsibilities, processes and activities
- Increased probability that projects will complete on-time, within budget, and with high degree of quality
- Ensuring understanding of what was agreed upon with the client throughout the life of the project



- Helping project teams identify and plan for how project activities will be managed (scope, cost/budget, quality, etc.)
- Serving as a project management reference guide

Clearly the PMP becomes the 'one-stop shop' for all things about your project. The PMP is one of the major tools for Desai in structuring the approach to a project, and ensuring that no aspects of a project are forgotten or uncontrolled.

Please [contact us](#) if you'd like to learn more about how to incorporate the Project Management Plan into your toolkit or organization.



## Consultant of Quarter - David Kearns

Desai is proud to announce its Consultant of the Quarter for 1Q18. This is a member of our team who illustrates through hard work the flexibility, values and strengths the Desai team is famous for. For 1Q, the honor goes to **David Kearns**. David received the award on March 14th at 1Q2018 Desai Business Meeting held at Best Western conf center. David recently moved from one major project area to another for the same customer. His new assignment leverages his prior experience, in helping achieve phase and project closeout, and enabling successful transition from the vendor development effort to production operations and maintenance. He is highly valued by both the developer and customer organizations, and is relied upon for his support, judgement, and consistent value delivery. His energy and personal learning are recognized as key skills to enable

continued growth in value to any customer.  
Congratulations and thank you to David!

## Latest News and Events

- Dr. Dan Wetzel, Desai Sr. Consultant, spoke on Agile Methodology at the February PMI-CV dinner meeting.



- Jim Whitney of Desai will be leading a ["BA/PM Meetup"](#) at Queen City Brewery, as part of the PMI-CV dinner meeting on March 27, 2018. Jim will speak on "BA and PM Partnership- Keys to successful collaboration".

- Desai will be a co-sponsor for the [PMI-CV Annual Symposium](#) on April 20, 2018. In addition, Vijay Desai will moderate a panel discussion on Project Management Offices.
- Desai will be offering their next [PMI-ACP Certification Test Prep Bootcamp](#) on May 10-11, 2018 and [PMP Certification Test Prep Bootcamp](#) on June 27-29, 2018.

## Community Involvement

Many of the Desai team are active in community activities, ranging from fund raisers to direct involvement. Here is a look at some 2018 activities:

- Scot Barker will be supporting COTS (Committee on Temporary Shelter) at the 2018 COTS Walk again this year. He is a challenge walker, trying to raise \$1000, all of which will go toward providing services for the homeless or for those at risk of being homeless.
- Sue Cook will be finishing her term on the Essex Selectboard in 2018, where she also functions as Clerk of the Board.
- David Kearns is a member of the Board of Directors for the local Project Management Institute Champlain Valley chapter (PMI-CV) since last year and half. He is working as a VP of Membership to support chapter membership community.

## The Takeaway - "Five Questions for Champions"

by Ron Kurtus

Our lives have become overly complex, and we long for the simplicity of the past. Here's a simple way to ground yourself in that simplicity once again. Ask yourself the following questions every day:

## 1. What am I thankful for today?

Character includes being honest, honorable, and appreciative. It is giving fair return for what you receive and not taking what isn't yours. I've moved thanks to a different area, just as I've moved helping people. Appreciating what you have and receive enlightens your spirit and shows your character. A person who is thankful is often a person who is good. You can be thankful for such little things as:

- I'm thankful that had a good breakfast this morning
- I'm thankful that my leg doesn't hurt any more
- I'm thankful that I have some good friends

## 2. What did I learn today?

You should be able to learn something every day, no matter how old you are. Observe and be curious. There is so much to learn in life. There are many things you learn:

- I learned a better way to use the Internet browser
- I learned where I can buy clothes on sale
- I learned a new skill at work

## 3. Where did I do a good job?

Doing high quality work in what you do is important to you and to others. This includes improving the way you do things. Look at good areas and where you can improve:

- I did a good job on my homework
- I did my best in painting the fence, but I could improve
- I was very thorough in cleaning out the garage

## 4. Who was I valuable to today?



Helping others get what they want makes you valuable. This includes taking an interest in what someone has to say, being friendly, and being considerate. There are many situations in which you have been valuable to others:

- I was valuable at work by helping the company make a profit
- I was valuable to my little daughter by playing with her
- I was valuable to the checkout clerk by being friendly to her

## **5. How did I take care of myself today?**

Taking care of yourself means that you made an effort to be healthy. You may have eaten healthy foods, exercised, or avoided abusing your body with bad substances. Check on how well you have taken care of yourself:

- I took care of myself by avoiding eating those greasy-but tempting-bacon strips
- I took care of myself by doing some moderate exercise today
- I took care of myself by washing my hands before eating

## **Answering Questions**

You don't really have to formally answer these questions to feel good. Just asking them sets your subconscious mind in motion. You can't help it, but you will give yourself an answer to each question. Writing down the answers is probably more effective in the short run, but human nature dictates that most people would soon stop writing things down after a while. The most important thing is to ask the five questions. Try to do it every day, perhaps at the end of the day. They are reminders to keep you on the right path.

## **It Works**

These five questions summarize what life is about. By asking yourself the questions and subconsciously answering them or being reminded of the way to be, you will improve

your life. They are reminders. They're a form of affirmation. They let you realize that you doing well and feeling better about yourself.

## Summary

***Ask yourself the five champion questions and answer them if you can. Try to do this every day, if you can. Your perspective on life will change, as you move toward more fulfillment. - Ask and the answer will come.***

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