

Measuring the Performance of Project Initiatives An Important Step in Benefits Realization

Course Overview

This two-day course offers a comprehensive introduction to performance measurement related to project initiatives. Participants learn how to assess well-performing initiatives versus low-performing initiatives in order to validate the benefits promised in the business case.

In this interactive session, participants learn the basics of setting up a project management measurement program. They are introduced to tools that enable them to plan, select, align, and track the correct measures; as well as how to communicate to stakeholders with effective reporting. A measurement program can be used to justify continued investment in project management or to measure the improved performance that change and project initiatives bring to an organization.

Become proactive in implementing measurement strategies aimed at improving your organization's project management performance, and ultimately helping to optimize benefits realization.

Key Outcomes

Upon completion of this course, participants will be able to:

- Lead a measurement team through the major steps in the Project Management Measurement Framework (PEMARI)
- Establish a good set of project management performance and value measures
- Create a scorecard/ dashboard for collecting, analyzing, and reporting performance and value information
- Plan to communicate performance data to a variety of stakeholders
- Learn steps to lead, implement, and overcome barriers to a performance measurement program
- Strategize how to overcome common barriers when implementing a measurement program

Course Outline

Basics of Measurement

- Describe the reasons for measurement
- Identify the success factors for measuring performance
- Discuss success factors when measuring performance
- Recognize a performance measurement approach

Plan Measurement

- Describe the roles and responsibilities of measurement stakeholders
- Identify goals and objectives of measurement

Establish and Update Measures

- Identify possible measures of performance
- List the criteria for good measures

At-a-Glance:

Course Length:
2 days

Professional Development Units (PDUs): 14
(6 Strategic, 6 Leadership, 2 Technical)

Continuing Professional Education Credits (CPEs): 16.5

- Explain how to link measures to organizational objectives
- Demonstrate how to prioritize a list of measures
- Create a measure package listing the who, what, how, where, when for a measure

Measure Performance

- Describe good data collection practices
- Identify sources of data
- List possible issues with data that need to be addressed
- Design a data collection worksheet

Analyze Data

- Describe several ways you might analyze data to interpret performance results
- Identify several tools to use in analyzing performance data

Report Performance

- Describe how performance reporting can assist management decision making
- Discuss the elements needed in an effective reporting plan
- Explain the benefits of launching a performance measurement pilot

Continuous Improvement

- Indicate the barriers to performance measurement success that need to be monitored
- Identify the reasons for monitoring the measurement team
- List sources of performance measurement best practices

Course Wrap Up

- Practice the key points previously discussed:
 - Plan Measurement
 - Establish and Updated Measures
 - Measure Performance
 - Analyze Data
 - Report Performance
 - (Continually) Improve your measurement process
- Develop a second case study