

TECHNOLOGY TRANSFER PRESENTS

KEN
RAU

**THE IT PROJECT
PORTFOLIO**

PLANNING AND MANAGING

THE DEMAND FOR NEW IT SERVICES

OCTOBER 22-23, 2009

RESIDENZA DI RIPETTA - VIA DI RIPETTA, 231
ROME (ITALY)



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ABOUT THIS SEMINAR

What is to be done when the Business's reach exceed its grasp, i.e. when the sum of identified IT opportunities, qualified projects, and existing system development efforts exceed the available IT resources required for their simultaneous pursuit? The best practice solution in this situation is the population, management and institutionalization of the Project Portfolio.

The Seminar provides practical, proven methods, tools and techniques for rigorously and methodically evaluating and ranking proposed and existing initiatives and arranging them into a practical, consensus-based, time-phased Project Portfolio.

Attendees learn how to evaluate projects in a consistent manner that allows for comparison, ranking and scheduling in a multiple-Project environment. Evaluation criteria considered include: return on investment, technological risk, Business impact and need. Techniques and tools for evaluating Projects against multiple criteria are explored, discussed and applied in practical exercises. Attendees learn important strategies for involving a broad cross-section of the organization in the process in order to achieve user consensus and management commitment to the resulting organization's IT Project Portfolio. Methods for subsequently engineering Projects into an IT long range project plan are described. Finally, attendees learn how to employ the same techniques used for initially evaluating and ranking projects to refresh and maintains the Portfolio's viability in perpetuity.

The seminar features hands-on exercises where attendee results can be compared to the actual results developed by organizations that were faced with the planning dilemmas presented. While several different organizations' prioritization and planning results are presented to demonstrate the diversity and variety of challenges and solutions possible, the two day seminar features a recurring Case Study of a single organization that was faced with having to prioritize over a hundred identified IT opportunities into a multi-year, consensus-based IT Project Portfolio. Attendees struggle with the issues that confronted this real-life organization and learn how each prioritization, planning, funding and process challenge was met and resolved.

PREREQUISITES

- Attendees should have a basic understanding of the nature and components of IT Projects and a familiarity with IT planning concepts and the planning process. Attendee experience working with IT and user management on selecting and ranking Projects for implementation would be advantageous, but is not mandatory
- Attendees should be comfortable working and participating in small groups on tasks and in subsequently preparing and presenting the results of small group or individual analysis to larger audiences

Attendees are asked to bring a laptop computer with a CD drive to the course for use in class exercises. As only one computer per small group is needed, this is not a prerequisite for attending, but a request.

OUTLINE

<p>1. Introduction and Seminar Overview</p> <ul style="list-style-type: none">• Identifying projects for inclusion in the Project Portfolio• The importance of a multi-criteria approach to ranking IT projects• Introduction to the Bureau of Electricity <p>2. Estimating the Impact of a Project on Business Strategy</p> <ul style="list-style-type: none">• Presentation on estimating impact• Exercise 1 – Evaluating a Project’s impact• Review of the Bureau of Electricity’s evaluation of impact <p>3. Using Return on Investment to Prioritize Projects in the Portfolio</p> <ul style="list-style-type: none">• Techniques for estimating Project cost• Estimating Project benefits• Evaluating financial return• Exercise 2 – Evaluating a Project’s financial benefit• Review of the Bureau of Electricity’s evaluation of financial benefits <p>4. Other Criteria for Ranking Projects</p> <ul style="list-style-type: none">• Project risk and uncertainty• Business need• Intangibles• Organization specific criteria <p>5. Multi-Criteria-Based Prioritization of the Project Portfolio</p> <ul style="list-style-type: none">• Creating the prioritized list of Projects	<ul style="list-style-type: none">• Techniques for gaining Management commitment• Exercise 3 – Ranking Projects using multiple criteria• Review of the Bureau of Electricity’s ranking of Projects• Exercise 3A – Re-ranking Projects by weighting criteria <p>6. Engineering the IT Project Portfolio</p> <ul style="list-style-type: none">• Precedent considerations• Load balancing• Risk mitigation• Supply Projects• Systematizing• Examples of systematized Project plans and Roadmaps <p>7. Funding the Engineered Portfolio</p> <ul style="list-style-type: none">• Cost considerations• Funding scenarios• Exercise 4 – Evaluating alternative scenarios• Review of the Bureau of Electricity’s scenarios <p>8. Maintaining the Dynamic IT Project Portfolio</p> <ul style="list-style-type: none">• Handling the insertion of new Projects into the IT Project Portfolio• Periodic reviews and updates of the IT Project Portfolio <p>9. Seminar Summary and Close</p>	<p>WHO SHOULD ATTEND</p> <ul style="list-style-type: none">• Representatives from organizations faced with an extensive list of IT opportunities, initiatives and Projects in their development pipeline wanting to enhance the methods they use for evaluating, maintaining, and adding new opportunities• Representatives from organizations engaged in IT Strategic Planning that are interested in adding rigor to the ranking and prioritization steps of their planning process
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INFORMATION

<p>PARTICIPATION FEE</p> <p>€ 1200</p> <p>The fee includes all seminar documentation, luncheon and coffee breaks.</p> <p>VENUE</p> <p>Residenza di Ripetta Via di Ripetta, 231 Rome (Italy)</p> <p>SEMINAR TIMETABLE</p> <p>9.30 am - 1.00 pm 2.00 pm - 5.00 pm</p>	<p>HOW TO REGISTER</p> <p>You must send the registration form with the receipt of the payment to: TECHNOLOGY TRANSFER S.r.l. Piazza Cavour, 3 - 00193 Rome (Italy) Fax +39-06-6871102</p> <p>within October 7, 2009</p> <p>PAYMENT</p> <p>Wire transfer to: Technology Transfer S.r.l. Banca Intesa Sanpaolo S.p.A. Agenzia 6787 di Roma Iban Code: IT 34 Y 03069 05039 048890270110</p>	<p>GENERAL CONDITIONS</p> <p>GROUP DISCOUNT</p> <p>If a company registers 5 participants to the same seminar, it will pay only for 4. Those who benefit of this discount are not entitled to other discounts for the same seminar.</p> <p>EARLY REGISTRATION</p> <p>The participants who will register 30 days before the seminar are entitled to a 5% discount.</p> <p>CANCELLATION POLICY</p> <p>A full refund is given for any cancellation received more than 15 days before the seminar starts. Cancellations less than 15 days prior the event are liable for 50% of the fee. Cancellations less than one week prior to the event date will be liable for the full fee.</p> <p>CANCELLATION LIABILITY</p> <p>In the case of cancellation of an event for any reason, Technology Transfer's liability is limited to the return of the registration fee only.</p>
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October 22-23, 2009
Residenza di Ripetta
Via di Ripetta, 231
Rome (Italy)

Registration fee:
€ 1200

If registered participants are unable to attend, or in case of cancellation of the seminar, the general conditions mentioned before are applicable.

first name

surname

job title

organisation

address

postcode

city

country

telephone

fax

e-mail



Stamp and signature

Send your registration form with the receipt of the payment to:
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Piazza Cavour, 3 - 00193 Rome (Italy)
Tel. +39-06-6832227 - Fax +39-06-6871102
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www.technologytransfer.it



SPEAKER

Ken Rau has over 20 years of experience as a consultant, practitioner and thought leader in the Information Technology field. Areas of expertise include information technology planning and strategy, performance measurement, risk assessment, organization design, and outsourcing. As a pioneer and world renown expert in IT planning and prioritization, he worked with Drs. Holland, Martin, Nolan and Norton where he helped developed many of the theories and concepts presented in the seminar. He has applied these concepts in over two dozen client situations including those presented as examples in the Case Studies featured in the seminar.