ITS Project Management Resources
At Your Fingertips

PM Brown Bag
April 27, 2010

This presentation is about ITS-specific resources for folks who find themselves in the role of project manager. It’s a guide to what PMG has available for tools, resources, and consultation.
Point to 4 Digital Destinations

- **ITS Service Catalog: Project Management**
  http://its.ucsc.edu/service_catalog/project_management/

- **ITS Templates Page: Project Templates**
  http://its.ucsc.edu/pmg/project_templates.php

- **Collab Tool: Project Library**
  https://collab.ucsc.edu/its-group-spaces/portfolio-management-group/draft-project-docs

- **Email us: pmg@ucsc.edu**

Four resources for the PM. Emphasis on the last one - every one of these resources is more powerful when paired with some consultation. PMG can tell you what to look for, what’s required, and where the shortcuts are.
Principles of PM Resources

- Don’t reinvent the wheel
- Effort up front is an investment that pays all project long
- Common tools lead to common language, shared understanding
- Combine resources with consultation - effort level, impact, strategy

Sorry for the creepy slide. Resources at your fingertips, all six of them.
The PM Service Catalog page is the primary launch point for all of these resources.
The Project Templates page is where we keep all the great templates and references that we’ve developed over the years. Don’t start from scratch, use the standards!
Project Classification

This is one of the most important, yet under-utilized tools we have. Found on the Project Templates page, this is how ITS determines the class of a project. Start with the scope in hours, then add points based on key risk factors. Points can kick you up a class level. It's critical for you (and your manager and sponsor) to know what class your project is, so you can set expectations and assign the right resources.
This is a new resource we’ve put together. It has great examples of all of our key documents. Find a project that’s similar to what you’re working on, and use their documents as your starting point. This can save you time, and give you new ideas for how to approach your work. All ITS staff have access to this page.
Another plug for contacting us for consultation. We can help you with navigating the ITS approval structure, knowing which tools fit your project, defining roles, and solving project problems.
Discussion: What resources do you need at your fingertips?

If you missed this Brown Bag, and have ideas for what resources would help you, please let us know at pmg@ucsc.edu
This is a sneak peak at the new project management work flow diagram we’re working on. This will be a set of pages online that walk you through what a PM needs to do at each stage in the process. We’ll have links to the resources, and guides to what to watch for.
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