



Apr 2010

# PROJECT MANAGEMENT INSTITUTE WESTERN AUSTRALIA CHAPTER

MAKING PROJECT MANAGEMENT INDISPENSABLE FOR BUSINESS RESULTS

## Monthly Newsletter

### NEXT CHAPTER MEETING

14 Apr 2010 @ 6 pm  
City West Function Centre  
45 Plaistowe Mews  
West Perth, WA 6005

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### IN THIS EDITION

Shovel-Ready?

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Your Voice

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PMP Exam & Prep Course

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Should you learn ITTOs by Heart?

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Quarterly Breakfast

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### ANNOUNCEMENTS

PIA Workshops  
Coming Up 27 Apr 2010  
Register here  
[www.wapmi.org.au/education/](http://www.wapmi.org.au/education/)

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Job Opportunities  
[www.wapmi.org.au/jobs/](http://www.wapmi.org.au/jobs/)

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Newsletter Content  
Member contributions are most welcomed. Contact the Editor!

### Is Your Project Shovel-Ready?

Two hyphenated words have found their way into the Australian vernacular and been crowned the Macquarie Dictionary's word of the year for 2009. "Shovel-ready" was the adjective chosen from a list of new words selected for inclusion in the annual update of the Macquarie Dictionary Online. The word refers to a building or infrastructure project capable of being initiated immediately, as soon as funding is assured.

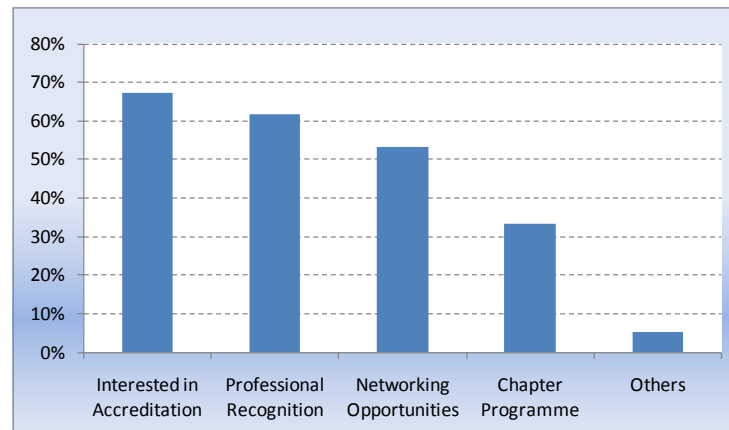
Macquarie Dictionary editor Susan Butler said the word was chosen by the Word of the Year Committee because of its topicality and its visually graphic nature. "The committee felt that this word was associated with one of the major preoccupations of 2009 - how to avoid a recession" Ms Butler said in a statement.

"Shovel-ready projects were worthy to receive money from the economic stimulus package because they could provide jobs immediately."

#### Read the full article here

<http://www.news.com.au/national/shovel-ready-wins-macquaries-word-of-year/story-e6frfkvr-1225826522607>

### Your Voice!



When you were asked "Why did you join the PMI WA Chapter?", this is what you said; Do you have an opinion on what you see? Let us know.

### PMP Exam & Preparation Course

We are currently gearing up to deliver PMP Exam Prep Course in Apr and May. The earliest target PMP Exam date will be 19 Jun 2010. This course will have 12 sessions. Each sessions will be ~ 4 hours. The last 2 sessions will be dedicated to revision and mock exam.  
**Only 30 seats are available!**

#### Venue / Date

Start Date: 5 May 2010  
Venue: Clifton's Training Room, Australia Place  
Time: 5:30pm — 9:30pm

#### Cost

PMI WA Chapter Members \$1390  
Non Members \$1590  
Student Notes, PMBOK v4 and light refreshments are provided.

#### Session Schedule

4 May 2010 Intro & Framework  
6 May 2010 Project Management Process

11 May 2010	Integration
13 May 2010	Scope
18 May 2010	Time
20 May 2010	Cost & Quality
25 May 2010	Human Resources
27 May 2010	Communication
1 Jun 2010	Risk
3 Jun 2010	Procurement
8 Jun 2010	Revision
10 Jun 2010	Mock Exam

#### Why PMP?

1. International recognition
2. Professional credibility
3. Enhanced employment opportunities

**Brett Anderson, PMP**  
Certification Director



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## Should you learn ITTOs by Heart?

Do you feel that in order to pass the Project Management Professional (PMP) exam you should memorize the PMBOK Guide's ITTOs (Inputs, Tools, Techniques and Outputs)? Do you think that the PMP exam is full of IITO type of questions? Many people still believe this myth. Well, let me clear some misconceptions...

Many project managers have successfully passed the PMP exam without any memorization. The current PMP exam is all about an in-depth understanding of applying project management concepts and principles from the PMBOK Guide as well as general management knowledge from other sources to project situations.

Granted, ITTOs are a major part of the PMBOK® Guide and about 75% of material for the PMP Exam is taken from the PMBOK Guide. So it's understandable that we assume because there are hundreds of ITTOs in the Guide the exam must be full of knowledge-based questions about them. And sample questions like "Which of the following is not an Input of the Create WBS process?" are plentiful on the internet.

So should you, or should you not memorize them?

Here is my story: When I studied for my PMP exam I knew them by heart. I could tell you exactly which ITTO is used in which process. But I took my exam years ago. Since then the PMP exam has become more experience-based using situational questions over knowledge-

based questions.

Therefore a change in approach is needed.

It is still important to have a general understanding about which ITTO is used in which process, but you do not need to be able to recite them by heart. It is much more important to understand the concept of "Why is this ITTO used in this process?" Your knowledge about WHY an ITTO is used in a process will definitely help you to arrive at the right answer.

Additionally, this new approach is much more helpful for you as a project manager in the long run. Frankly speaking, who cares whether an ITTO is part of a particular process or not after you have passed the PMP exam? If you need to know, you can just look it up! But knowing what they are, why you need them and how to apply them successfully on your projects greatly enhances your project management skills. It goes a long way in making you an exceptional project manager.

As you are studying the ITTOs for your PMP Exam, keep the following concepts in mind:

**First** of all, Inputs and Outputs are always "things", like a project management plan, a measurement, a result, an update to a plan, a document or a deliverable. You can touch Inputs and Outputs.

**Second**, it is very common that an Output from one process becomes an Input to

another process. Focus your studies on understanding how these items flow through the many processes in the PMBOK® Guide in order to produce our project deliverables. Use the many charts that the Guide provides to see this graphically.

**Third**, Tools & Techniques very often have some form of "action" attached to them, like a meeting, a methodology, a technique, a form that you must fill in, or a matrix that you create.

And **lastly**, don't forget to read the complete PMBOK® Guide glossary. Study and understand the definitions of the roughly 350 terms that you find here. Again, you are not doing this for memorization sake, but instead you want to learn "the language" of the PMP exam. Often we use project management terms loosely and interchangeably in our day to day work. But for the exam we have to know exactly what each term means.

Reading the glossary ensures that you know the correct definitions, and, as a bonus, the glossary indicates for each term if it is an input/output, tool or technique.

So move beyond a third-graders approach of fact memorization. Instead, study the big picture, the data flows and how the ITTOs are the glue between the processes.

**Cornelius Fichtner, PMP**

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[www.pm-prepcast.com](http://www.pm-prepcast.com)

## Quarterly Breakfast Event \* New \*

In response to your feedback / suggestions in our last membership survey, the PMI WA Board is pleased to announce our first Quarterly Breakfast. Our guest speaker, Peter Fitzpatrick will present on "Authentic Leadership". The event is scheduled for the 27th May 2010 at our new City West venue. The event will commence bright and early at 7:00am, with a sit down English breakfast, a word from our sponsors and announcements. After which Peter's 30 minute presentation will commencing at approx 7:40am.

The fee structure has been established to ensure a financially viable and sustainable event. The cost to PMI members and other associations PMI are collaborating with is \$60 (early birds pay \$50). For non PMI members the registration fee is \$70 (early birds pay \$60). Registrations will cut off once the venue capacity is reached. So book early to secure your place at the discounted rate! To propel us into the twenty first century, the event fee will be paid when you register on-line. When registrations open, you will have 7 days to take advantage of the early bird discount. This will also give us an opportunity to gauge members interest in the event. We have a great venue and a fantastic speaker. We are excited about this new Quarterly Breakfast event and we look forward to your support when registrations open in the next 2 weeks. We encourage you to register as soon as possible.

**Colin Alchin, PMP**  
Events Director

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