



# Pittsburgh Chapter of the PMI

[www.PittsburghPMI.org](http://www.PittsburghPMI.org)

December 2006

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## Want to add articles or important information to the Newsletter?

### Submission Deadlines:

Jan. Newsletter	Dec. 16
Feb. Newsletter	Jan. 16
Mar. Newsletter	Feb. 16

Submit by e-mail to:

[Newsletter@PittsburghPMI.org](mailto:Newsletter@PittsburghPMI.org)

## Monthly Chapter Meeting Schedule

Date: December 14, 2006

### Agenda:

- 5:00 Financial Services LIG
- 6:00 Dinner
- 7:00 Chapter Meeting and Presentation

### Location:

Engineering Society of Western Pennsylvania (ESWP)  
337 4th Avenue  
Pittsburgh, PA 15222

To make meal selection and reservations, please call 412-261-4300 before noon on Wednesday, December 13, 2006. Without reservations, your meal will be the Chef's choice. Dinner cost is \$25.

## Chapter Meeting

December 14, 2006  
7:00 PM

Title: Stress Management

**Description:** Carole Nicholes explores ways we can create a more balanced approach to our lives by focusing on the positive and negative impacts of stress. Through discussion, you'll have the opportunity to analyze your stressors and begin developing your individual goal to manage your stress for holidays and beyond.

Speaker: Carole Nicholes

## December Financial Services LIG

December 14, 2006  
5:00 PM

## Advanced Project Management Series: Emotional Intelligence on January 17, 2007

The Pittsburgh Chapter of PMI is offering a series of advanced project management classes. This series of five workshops is designed to be interactive, focus on specific issues faced by attendees, and provide advanced, exceptional knowledge for project managers. The January class will focus on the Emotional Intelligence and applying EI to managing technical projects.

## December Chapter Meeting Speaker Bio Carole Nicholes

Carole Nicholes currently works for Education Management Corporation as a training executive. She has spent over 30 years in education and business specializing in performance improvement. Her career includes K-12 public education teaching and counseling in Colorado, Texas and Pennsylvania. For the past twenty years she has worked in the proprietary education sector as a business owner, VP Training and Development and VP, Franchise Operations.

### TRAINING OPPORTUNITY – EMOTIONAL INTELLIGENCE – JANUARY 17, 2007

Emotional Intelligence (EI) is a “Different Kind of Smart”. As stated in the February 2006 PMI Network Magazine: “Project leaders with high emotional intelligence inspire their team, connect with their peers and get the job done.” Participants in this workshop will take the *Index for Emotional Intelligence Self Assessment* from the Adele Lynn Leadership Group, leading to improved self awareness and uncover areas that they would like to improve.

In this installment of the ***Advance Project Management Series*** you'll learn:

- What is Emotional Intelligence?
- What is your EQ?
- How it affects crisis management
- Its impact on project and risk planning

Participants will receive 3 PDUs. To register, please use the registration form attached to the newsletter email. Please see the series description for information on the presenters and additional topics.

### SPRING 2007 – PMP REVIEW CLASS

Are you interested in taking the PMP exam and want to attend a class to help you prepare? Then mark your calendar. The PMP Review Class will be held on five Saturdays in March 2007. The dates will be March 3, 10, 17, 24, and 31.

The classes will be held at DeVry University on Sixth Avenue in Downtown Pittsburgh.

For registrations received prior to February 1, 2007, for PMI members, the price is \$725 and for non-members, it is \$895. For registrations received after February 1, 2007, for PMI members, the price is \$800 and for non-members, it is \$975. Registration must be received by February 20, 2007. In addition to the course materials, additional materials will be provided to help the students study for the exam.

For registration information and to register, visit our website at [www.pittsburghpmi.org](http://www.pittsburghpmi.org) or see the insert in this newsletter. Please contact [vp\\_education@pittsburghpmi.org](mailto:vp_education@pittsburghpmi.org) with questions.

## **SPECIAL ANNOUNCEMENTS**

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### **LEARN HOW TO BE A BETTER NEGOTIATOR**

Register by December 15 and Save \$30 on Seminar Fees

The Pittsburgh Chapter is pleased to announce that Dr. Michael Benoliel, lecturer, mediator, and author is coming to the PMI Pittsburgh Chapter. He will be presenting an all-day seminar on Friday, January 12, 2007, entitled "How to Negotiate Masterfully". Managerial success is largely dependent on the manager's ability to reach efficient agreements with various stakeholders – suppliers, customers, government officials, or employees. Reaching efficient and effective agreements is quite challenging since the stakeholders do not have the same interests, perceptions, attitudes, or values. In this seminar, participants will learn how to more effectively negotiate with the people they work with, both inside and outside of the company, to resolve conflicts creatively, and to make sure that the messages they want to get across are the messages received.

Dr. Benoliel is the Director of the Center for Negotiation located in Potomac, Maryland, USA, and a Senior Consultant with The Negotiation Academy - Europe. In his 20-year career as a management consultant and corporate trainer, he has provided services in Effective Negotiation, Strategic Planning, and Leadership to organizations in the United States, Asia, Africa, and the Middle-East. Dr. Benoliel also is the author of several books, including, *Done Deal: Insights from Interviews with the World's Best Negotiators*. This book will be provided to all attendees at the seminar.

The seminar will be held at the Regional Learning Alliance in Cranberry Township. The cost for registrations received by December 15, 2006, with payment in full is \$250 for PMI members and \$350 for non-members. For registrations received after December 15, 2006, cost is \$280 for PMI members and \$380 for non-members.

For those who are PMP-certified, this seminar will provide 7 PDUs toward re-certification.

To register for the seminar see the insert in this newsletter or go to the Pittsburgh Chapter website at [www.pittsburghpmi.org](http://www.pittsburghpmi.org). All registrations, with payment in full, must be received by January 9, 2007. Contact [VP\\_Education@PittsburghPMI.org](mailto:VP_Education@PittsburghPMI.org) with any questions.

# NEGOTIATING MASTERFULLY

January 12, 2007

*Enhance Your Negotiating Skills by Applying the Strategies of World Class Master Negotiators*

Your professional success is largely dependent on your ability to influence others and reach efficient agreements with various internal and external stakeholders. Reaching efficient and effective agreements is challenging since the stakeholders do not have the same interests, perceptions, attitudes, or values. Based on extensive research on the best practices of some of the world's best negotiators, the focus in this one day interactive workshop is on developing powerful practical negotiation skills that will improve your performance.

## A Highly Interactive Workshop Where Attendees Will:

- Explore the core competencies of world class Master Negotiators
- Learn how to create mutual value for mutual gains
- Focus on interests and not positions
- Identify their negotiation style, using the Master Negotiation Profile (MNP)
- Recognize negotiating dilemmas
- Learn how to manage emotions and separate the people from the problem
- Identify psychological traps
- Identify the "weapons" of influence and how to defend against them
- Understand the multiple intelligences Master Negotiators use
- Develop an action plan for improving your negotiation effectiveness

This workshop is designed for project managers who want to understand the complexity of the negotiation process and develop effective negotiation skills.

## What You Will Get:

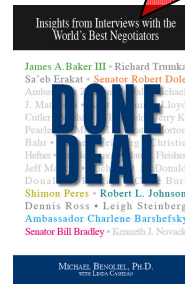
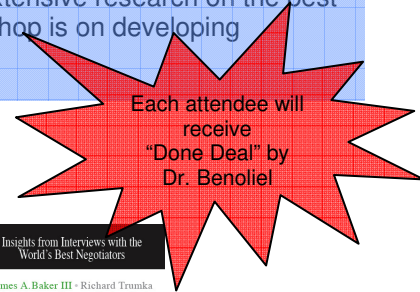
- Master Negotiator Profile (MNP) – identify your negotiating style
- A detailed Participant's Guide with templates and exercises that will help you implement effective techniques immediately
- 7 PDU's

## Time and Place:

- Regional Learning Alliance, 850 Cranberry Woods Drive, Cranberry Township, PA 16066
- 8:30 a.m. – 4:30 p.m.
- A Continental Breakfast and Lunch will be served

## Fees and Registration:

- For registration information go to the training page at [www.pittsburghpmi.org](http://www.pittsburghpmi.org)
- **Fees:**
- Register by 12/1/06 - \$250 PMI Member, \$350 non-member
- Register by 1/1/07 – \$280 PMI Member, \$380 non-member
- Register after 1/1/07 - \$310 PMI Member, \$410 non-member



## About the Instructor

Dr. Michael Benoiel is the Director of the Center for Negotiation located in Potomac, MD and a Senior Consultant with The Negotiation Academy – Europe. In his more than 20-year career as a management consultant and corporate trainer, he has provided services in Effective Negotiation, Strategic Planning, and Transformational Leadership.

Dr. Benoiel is a certified trainer in Herrmann Brain Dominance Instrument (HBDI) and the author of the book titled *Done Deal: Insights from Interviews with the World's Best Negotiators* (Platinum Press, 2005) which was selected by *The Chicago Tribune* as one of 2005 best business books.

Dr. Benoiel is an international speaker and has 15 years of experience teaching Conflict Resolution and Effective Negotiation in the MBA Program at The Johns Hopkins University, and in the Executive Program at the University of Maryland. His students nominated him several times to the Best Teacher Award.



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## ADVANCED PROJECT MANAGEMENT TRAINING SERIES

The Pittsburgh Chapter is offering a series of bi-monthly project management classes. This series of five workshops is designed to be interactive, focus on specific issues faced by attendees, and provide advanced, exceptional knowledge for project managers.

Future workshops are:

**Team Building – March 21, 2007:** What is the difference between a group and a team and why does that matter? In this 3-hour workshop you will challenge your assumptions about the formation and operation of teams so that you can be more effective in your role as a project leader. Topics will include the characteristics of effective teams and what to do with teams that have become dysfunctional. (3PDUs)

**Strategic Alignment – May 16, 2007**

Today's business climate is changing continuously. Projects need to adapt to the changing business climate and project needs. It is essential for project managers to think and act strategically. In this 3-hour workshop we'll discuss how projects can help a business achieve their strategic goals and the project manager's role in managing a strategic project. Topics will include corporate strategy and gap analysis and the project manager's role in executing strategic projects. (3PDUs)

**Leadership – February 2, 2007:** True leadership on the part of the project manager is one of the most important characteristics in successfully executing projects. We will discuss how to build on your project management expertise to enhance your success as a leader. This 3-hour workshop explores the unique skills necessary for leading people in a project environment. (3 PDUs)

The instructors for these workshops are Vicky Haney of VBH Consulting, Inc. and Donna Brighton of the Brighton Leadership Group.

Vicky Haney has managed projects in Information Technology (IT) in the areas of manufacturing, banking, insurance, communications and law enforcement. She has been a developer, analyst, business architect, and project manager for over 20 years. Her experience, combined with extensive knowledge of PMI's project management standards, gives Vicky the unique ability to combine the reality of the business world with practical application of the theory. Vicky uses this approach in her project management training to help participants apply their new-found knowledge to their own projects.

Donna Brighton is senior program manager, change management leader and certified project manager with proven results leading projects in the, manufacturing, financial, insurance, biotech, publishing, healthcare and pharmaceutical industries. As a practitioner she has demonstrated capabilities in facilitating strategic planning sessions, conducting business process reengineering initiatives and enterprise change management to drive overall corporate profitability and growth.

These five workshops are an easy and inexpensive way to maintain certification. Discounts are available for those registering early or for more than one workshop. Preference will be given to those who register for multiple classes. Please contact [VP\\_Education@PittsburghPMI.org](mailto:VP_Education@PittsburghPMI.org) with any questions.

## Project Manager Spotlight – Christine Morgan Korber, PMP

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**Current Employer:** Alcoa Inc.

**Current Role:** Procurement Consultant for Environmental, Health, and Safety

**Project Management Experience:** I have seven years of experience managing complex Procurement, IT and Business Process Optimization projects. I was certified as a Project Management Professional in 2004.

**PMI Experience:** I have been a member of the PMI Pittsburgh Chapter since 2004.

**Most Challenging Project:**

Implementing a new time and expense system across a 300+ person organization in five weeks. I wouldn't recommend it to anyone!

**Best Advice for New PMs:**

Never underestimate the value you can provide by offering structure and systematic review on your projects. Your stakeholders with technical expertise will recognize your value as much as you recognize their contribution to the project.

**Hobbies:**

Running, yoga, reading

**If you could have dinner with anyone, living or dead, who would it be and why?**

My grandmother, who passed away when I was a child. I would like to have a conversation with her as an adult.

**A Book Recommendation:**

Winning by Jack Welch

**Favorite Office Decoration:**

A picture with my husband and dog Phoenix.

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## Practical PM Tips to Give You a Competitive Edge Fast

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### How to Read with Cheetah Speed

#### 7 Steps to Mastering Speed Reading *and* Remembering

By Michelle LaBrosse, PMP, Chief Cheetah, Cheetah Learning, Inc.

For more information, visit [www.cheetahpm.com](http://www.cheetahpm.com).

One of the things I hear a lot is about the enormous amount of information coming at people, and how they feel overwhelmed with how to digest what's important to them and to their success.

I first developed my own approach to speed reading and remembering when I was a graduate student; since then, I've perfected it with accelerated learning techniques. It's really seven simple steps that have helped numerous colleagues and my own children master material quickly.

The goal is to read faster and with more comprehension, and to ultimately retain the information you read longer.

### Seven Steps to Speed Reading and Remembering

1. **Review** the table of contents and the index.
2. **Flip** through the book and identify what you want to learn.
3. **Schedule** your reading time.
  - Timing: Estimate 30 seconds per page to read and 30 seconds per page to mind map.
  - Breathing: Every hour, take a 10-minute break to stretch, breathe, and eat a high-protein, low-sugar snack.
4. **Break it Down.** Read each chapter by: Thumbing through it, reading the section headings, reading the first and last sentence of every paragraph, and reading the captions of the pictures and diagrams.
5. **Summarize.** Review the chapter and summarize it in a one-page [mind map](#).
6. **Find the Keys and Note the Feelings.** On the mind map, identify three key things learned in the chapter and your feelings about the chapter.
7. **Take a Break.** Take a 10-minute break every hour to stretch, breathe, and eat a high-protein, low-sugar snack.

### How Does this Work?

The human mind develops comprehension and remembers by making linkages to what you already know. With this approach, you help your mind create those linkages. When you structure your reading efforts with schedules, you stay focused longer. This is a reward-feedback system that motivates you to continue – it is especially good for dry, technical reading.

## Learning Principles at Play

There are several learning principles at play here:

- ❑ **Kinesthetic.** You are actively engaged in the material with the mind-mapping techniques.
- ❑ **Logical Spatial Learning.** You are building up the mind maps that make sense to you and are focusing on understanding the patterns of the writer.
- ❑ **Linguistic.** You are searching for key words.
- ❑ **Interpersonal.** You are reflecting on what the reading meant to you and how you felt about it.
- ❑ **Mathematical.** You are timing the reading and focusing on short passages for specified time durations.
- ❑ **Goal Oriented Learning.** You know what you want to achieve from the reading, and this helps you pick out the key points better as you're reading.
- ❑ **Emotional Intelligence.** You will remember more when you can attach a feeling to what you're learning.
- ❑ **Structured Learning.** When you break things down into smaller elements, you can stay intently focused for short periods of time.
- ❑ **Linked-in Concepts.** Your brain absorbs new information by linking to what it already knows.

## Event Schedule

Please contact Mike Rapach, VP of Programs, at [Programs@PittsburghPMI.org](mailto:Programs@PittsburghPMI.org) if you have a topic you would like to see addressed in a future meeting, if you or someone you know would be interested in presenting, or if you have an advance question for any of our presenters.

Date	Program Type	Presenter	Title	Location
12/14/2006	Financial Services LIG Presentation	TBD	TBD	ESWP
12/14/2006	Chapter Meeting & Keynote Presentation	Carole Nicholes, retired VP of HR for Education Management	Stress Management	ESWP
1/11/2007	Healthcare LIG Presentation	Melanie Connell, PMP	eHealth: Challenges for the Project Manager	ESWP
1/11/2007	Chapter Meeting & Keynote Presentation	Dr. Michael Benoliel	A Profile of Master Negotiators	ESWP
1/12/2007	Education Session	Dr. Michael Benoliel	Negotiating Masterfully	Regional Learning Alliance
1/17/2007	Advanced Project Management Series	Donna Brighton, PMP and Vicky Haney, PMP	Emotional Intelligence	Urban Mountain Gathering Place
1/22/2007	IT LIG Presentation	TBD	TBD	Pittsburgh Technology Council
2/8/2007	Financial Services LIG	TBD	TBD	ESWP
2/8/2007	Chapter Meeting & Keynote Presentation	Bob Rinsma	Westinghouse Electric's Project Excellence Program	ESWP

## New Chapter Members

Please join us in welcoming the following new members to the chapter:

Margaret M. Acklin, PMP  
 Scott Barnes  
 Jason A. Brehm, P.E.  
 Heidi H. Burson  
 Kevin Cameron  
 Carmen Furfaro  
 Chad Furr  
 Janette M. Hanchak  
 Stewart W. Hogg  
 David D. Horne  
 Benjamin H. Hudson  
 Todd R. Marquardt  
 Jason J. McElhaney  
 Patricia L. Mulligan  
 Charlene M. Peacock  
 Joane E. Peterson  
 Tiffany M. Peterson  
 Latoya R. Pierre  
 Craig A. Ridilla  
 Sanja Savic  
 Sanjeev Sharma  
 Brad A. Sizer  
 Marlon A. Varela  
 Jude S. Vincent  
 Dennis Yeh

## Chapter Contacts

### President

Larry Mack, PMP ..... [President@PittsburghPMI.org](mailto:President@PittsburghPMI.org)

### Ex-Officio President

Ed Rosenstein, PMP ..... [ExOfficio@PittsburghPMI.org](mailto:ExOfficio@PittsburghPMI.org)

### VP Treasurer

Ray Luncher, PMP ..... [VP\\_Treasurer@PittsburghPMI.org](mailto:VP_Treasurer@PittsburghPMI.org)

### VP Membership

Linda Schumacher, PMP ..... [VP\\_Membership@PittsburghPMI.org](mailto:VP_Membership@PittsburghPMI.org)

### VP Communications and Publicity

Melanie Connell, PMP ..... [VP\\_Communications@PittsburghPMI.org](mailto:VP_Communications@PittsburghPMI.org)

### VP Education & Certification

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### VP Programs

Mike Rapach, PMP ..... [VP\\_Programs@PittsburghPMI.org](mailto:VP_Programs@PittsburghPMI.org)

### Executive Director

Dick Kimball ..... [ExecDirector@PittsburghPMI.org](mailto:ExecDirector@PittsburghPMI.org)

### IT LIG

Maureen James and Sandra Williams ..... [ITSIG@PittsburghPMI.org](mailto:ITSIG@PittsburghPMI.org)

### Financial Services LIG

Kim Mangan ..... [financialsig@pmipittsburgh.org](mailto:financialsig@pmipittsburgh.org)

### Healthcare LIG

Matt Craig ..... [HealthcareLIG@pittsburghPMI.org](mailto:HealthcareLIG@pittsburghPMI.org)

### Webmaster

John Rose, PMP ..... [Webmaster@PittsburghPMI.org](mailto:Webmaster@PittsburghPMI.org)

### Email Coordinator

Nancy Cole, PMP ..... [Email@PittsburghPMI.org](mailto:Email@PittsburghPMI.org)

### Newsletter Coordinator

Christine Morgan Korber, PMP ..... [Newsletter@PittsburghPMI.org](mailto:Newsletter@PittsburghPMI.org)

## New Chapter PMPs

Please join us in congratulating the newest chapter PMP's!

Casimir S. Bruniany, PMP  
 Elizabeth Norton, PMP  
 Honora Mary Rockar, PMP

## E-Mail Address

Just a reminder to keep your contact information up-to-date in the Members section of the national website, [www.pmi.org](http://www.pmi.org).

Your monthly newsletter and all other Chapter communications will be sent to your primary e-mail address listed under your Contact Information.