Reignite 2021
Take Charge
Project Management Fall Conference

Day 1 - November 16th

Time	Leadership	Technical	Strategic		
07:30 AM to 08:00 AM	Breakfast				
08:00 AM to 09:00 AM	Keynote Staying Relevant in the Age of Big Data and AI - Spencer Horn				
09:15 AM to 10:45 AM	*Add Value (and Raise your profile as a PM)* ***Marion Grobb***	*Tools Don't make Decisions, People Do: A Process Incorporating both Qualitative and Quantitative Analysis for Key Decisions* ***Bill Scott***	*Mental Agility Training* ***John Kennedy***	*Improving Benefits Realization Using Project Line of Sight* ***Mark Swiderski***	*Agile Management Coaching: Effective Delegation and Coaching Skills for the Busy PM* ***Spencer Horn***
11:00 AM to 12:00 PM	Keynote Blow Your Mind! An Agile Approach to Hacking Your Brain! - John Kennedy				
12:00 PM to 01:00 PM	Day 1 - Lunch				
01:00 PM to 03:00 PM	*Office Mythology: Making Sense of the Authenticity Paradox* ***Spencer Horn***	*The Benefits of Defining Project Governance and Project Roles* ***Mark Swiderski***	*Blow Your Mind! Putting an Agile Approach of Fast Hacking your Brain to practice in 30 days!* ***John Kennedy***	*People Commit to What They Help Create: Rapid Techniques for Stakeholder and Team Collaboration* ***Bill Scott***	
03:15 PM to 04:15 PM	Keynote How to Stay Positive in a Negative World - Marion Grobb				
04:30 PM to 8PM	Networking Event				

8 Technical
8 Leadership
8 Strategic & Business Mgmt

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Day 2 - November 17th

Time	Leadership			Technical	Strategic		
07:30 AM to 08:00 AM	**Breakfast**						
08:00 AM to 09:00 AM	**Keynote** **Avoiding the Project Manager Self-Destruct Button - Mark Swiderski**						
09:15 AM to 10:45 AM	*Effective Meetings Begin with Better Facilitation Skills* ***Mark Swiderski***	*Neuroscience of Leadership: Lead with Impact* ***Spencer Horn***	*Unconsciously Competent Leadership* ***John Kennedy***	*An Alternative to Managing Risk: Converting Risk Avoiders into Opportunists* ***Bill Scott***	*Have Your Say Get Your Way* ***Marion Grobb***		
11:00 AM to 12:00 PM	**Keynote** **How Would Projects Look if we Stopped Solving Problems - Bill Scott**						
12:00 PM to 01:00 PM	**Day 2 - Lunch**						
01:00 PM to 03:00 PM	*Better Projects start with Better Business Cases* ***Mark Swiderski***			*Waterfall or Agile: Why not Both?* ***Bill Scott***	*Communicate to Connect with Your Project Team* ***Marion Grobb***	*Your Future is Behind You - A new Perspective on how Past Failures can shape your future success* ***John Kennedy***	*Productive Conflict* ***Spencer Horn***
03:15 PM to 04:15 PM	**Keynote** **Own Your Outcomes! - With Great Power comes Great Responsibility - Spencer Horn**						
04:30 PM to 8PM	**Networking Event**						

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Day 3 - November 18th			
Time	**Leadership**	**Technical**	**Strategic**
08:00 AM to 10:00 AM	*Daily Execution, Extraordinary Results.* ***Scott Well***		
10:15 AM to 12:15 PM			*Revitalize Your Work and Life* ***Stephanie Staples***
12:15 PM to 01:00 PM	**Day 3 - Lunch**		
01:00 PM to 03:00 PM		*What All PMs Need to Know About Agile* ***Kevin Aguanno***	
03:15 PM to 05:15 PM	*Transforming Uncertainty into Opportunity* ***Suzanne Stephens***		

8 Technical
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Keynote and Session Guide

Day One, Tuesday November 16th - Morning

Keynote: Staying Relevant in the Age of Big Data and AI - *Spencer Horn*

In the future, technology will be capable of doing most jobs. However, some qualities, skills, and abilities will never be replaced.
You can increase your value to current and future employers by improving these.In the future, technology will be capable of doing most jobs.
However, some qualities, skills, and abilities will never be replaced. You can increase your value to current and future employers by improving these.

Topics covered:

- Develop the skills you need to stay relevant
- Improve how you lead or manage projects
- Understand the benefits to your organization and projects of harvesting knowledge to bring clarity and meaning to your data (Lessons from the International Olympic Committee)
- Understand the benefits to your organization and projects of harvesting knowledge to bring clarity and meaning to your data (Lessons from the International Olympic Committee)

Keynote: Blow Your Mind! An Agile Approach to Hacking Your Brain! - *John Kennedy*

Did you know that your brain has an amazing ability to physically change very quickly with the right stimulation called neuroplasticity?

Applying an Agile approach to rapidly examining and then improving the ways you think (Applied Neuroplasticity) can radically change your life for the better! We will cover some of the negative and positive influences in your life and how to reinforce the positive and change the negative.

You will leave with a new understanding of the power you have to improve all areas of your life including your Attitude, Habitude and Cognitude!

If you attend the workshop, we will do a deep dive and give you the tools to achieve your goals in 30 days!

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Leadership Track: Add Value (& raise your profile) as a Project Manager™ - *Marion Grobb*

Gain 9 practical strategies honed from years of research and real-life application that will help you build teams, earn trust, and contribute to organizational and project goals.

These 9 "value-multipliers" will shave years off your learning curve and equip you to contribute more to your organization and project while positioning yourself as a valued leader and team-player. And the bonus? You raise your profile in the process. It's a win-win.

This session will enable the audience to:

- Recognize and utilize opportunities to serve others and contribute.
- Communicate useful information to the Project Sponsors and Senior Management.
- Be Efficient and effective as a Project Manager by dramatically reducing your learning curve.
- Share your expertise with the project team and enhance their performance.
- Strategically build relationships.
- Be "crowned" as a problem saver

Technical Track: Tools Don't make Decisions, People Do: *A Process Incorporating both Qualitative and Quantitative Analysis for Key Decisions - Bill Scott*

Contentious and challenging decision making occurs during the consideration of project selection, requirements, scope, and the development of alternatives. Often project decisions require the gathering of both quantitative and qualitative data. Some teams or groups are effective in making these decisions … but they are in the minority. These foundational decisions require a technique that creates buy-in from everyone involved - that allows project managers and their teams to consider and weigh objective and subjective data.
Decisions are made by people, not tools, and people need to develop common ground to make the best decisions. Building consensus with respect to criteria and options enables a thorough discussion and a decision that all parties find agreeable solutions - minimizing conflict and creating buy-in.

Strategic Track: Improving Benefits Realization using Project Line of Sight ™ - *Mark Swiderski*

Project Line of Sight ™ is a scalable approach that identifies five core elements that declare the benefits needed then align the team to deliver them. This case-based approach identifies the five elements and how they can improve business benefits and team performance.

Topics covered:

- Discuss how Benefits Realization is improved using Project Line of Sight
- Discuss the purpose of each Project Line of Sight element
- Discuss project role accountability for each element
- Demonstrate a Project Objective, Success Criteria, and Project Requirements for a case.

- Discuss which elements will be most helpful in their current role.

<u>Strategic Track:</u> Mental Agility Training: *An Applied Neuroplasticity approach to making your brain faster, more focused, and more agile! - John Kennedy*

Mental Agility Training is a critical component in the "Blow your mind!" workshop and we will do a deeper dive in this one by expanding and building on the previous exercises. If you missed the previous workshop, you can still attend this one as it will be focused specifically on improving your Mental Agility – you will leave noticeably more focused and faster thinking!

Takeaways:

- A quick review of the power of Applied Neuroplasticity and how this knowledge can empower you to positively change your life.
- An opportunity to list the ways improved Mental Agility will help you and give you a way to track progress.
- You'll leave with a powerful exercise that will significantly improve your focus, faster thinking, memory and a plan to incorporate it into your life for continuous improvement of your Mental Agility.

<u>Strategic Track:</u> Agile Management Coaching: *Effective Delegation and Coaching Skills for the Busy PMs-Spencer Horn*

Gain understanding and experience of how to coach and manage direct reports around challenging behavioral issues. Learn the art of giving and receiving feedback for improvement. Participants will learn the responsibility of delegation. Help increase engagement in team members through empowering them to learn and grow in their positions. Avoid taking on the responsibilities of your team and learn why this is a challenge for many leaders. You will have the opportunity to practice these skills in response to common behavioral situations in a safe environment, which will give you the confidence to increase your effectiveness immediately.

Value to participants:

- Learn how to take charge of your busy day.
- Engage in learning sprints to practice coaching skills and techniques.
- Develop the listening skills necessary to make better decisions.
- Learn effective delegation versus abdication or control.
- Participate in peer-to-peer feedback, learn from mistakes and change your approach.
- Learn how to effectively Scrum for multidirectional feedback within the team for greater accountability. This is all about execution where your team takes greater personal responsibility.

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Day One, Tuesday November 16th - Afternoon

Leadership Track: Office Mythology: *Making Sense of the Authenticity Paradox - Spencer Horn*

Developing the ability to master oneself in moments of tension and stress creates new habits as well as building a foundation for personal and professional success. Participants develop their ability to focus on assertive communication skills and handle challenging behaviors, which are essential in achieving organizational objectives.

Value to participants:

- Develop a more flexible mindset to help you adapt to change.
- Understand the irony of productivity for improved results.
- Learn about the challenges of being authentic in the following three problem areas (1)When you have a new role, (2) When you have to sell yourself or your ideas, (3.)Accepting feedback.
- Become aware of the power of patterned emotional responses and continue to look for ways to interrupt unproductive behaviors.
- Learn techniques to develop habits for improved results.
- Manage conflict and challenging behaviors of others.
- Enhance your ability to choose how you behave even in challenging or stressful situations.

Technical Track: The Benefits of Defining Project Governance and Project Roles. - *Mark Swiderski*

Is your Sponsor or Champion absent, does your project team change course, does your project have surprise stakeholders that don't show up until the end, or does your project have difficulties getting timely decisions made? You may be experiencing a lack of defined Project Governance.

This discussion covers the Project Governance definition, tools, and benefits through the simple and practical application of techniques. You will learn how to adjust Project Governance from small projects to large projects in a way that balances risk and administrative overhead.

The audience will be able to:

- Discuss the benefits of a written Project Governance process
- Discuss the advantages and use of the Project Governance toolset
- Demonstrate an understanding of commonly used project role definitions

Strategic Track: Blow your mind! – An Agile Approach to fast hacking your brain in 30 days! - *Jim Kennedy*

Put into practice what you learned to be a different person in 30 days than you are now!

In this workshop we will identify 3 crucial levels of thinking that determine your performance and give you the tools to improve all of them. Applied Neuroplasticity is the world's first methodology to apply Agile to changing your brain in all three of these areas.

In this workshop:

- You'll examine the habits that are holding you back and use two neuroscience-based techniques to develop better ones.
- You'll discover how you can examine and improve your existing mindset to achieve your ideal future self.
- And finally, you'll learn to use a scientifically proven Mental Agility Training exercise to improve your focus and faster mental processing to break through any mental blocks slowing you down.

Takeaways:

- A new and enlightening mindset on the power you have changed your brain beyond what you thought possible, a new Attitude.
- An actionable plan to change and improve the habits that are holding you back and create new ones to propel your growth – a new Habitude.
- An exercise you keep for noticeably better focus and faster thinking to accelerate your progress beyond what you thought possible – a new Cognitude.

<u>Strategic Track</u>: People Commit to What They Help Create: *Rapid Techniques for Stakeholder and Team Collaboration - Bill Scott*

For most projects it's a challenge to engage and consult with multiple stakeholders for the purpose of data gathering and reaching agreements. Project managers need to set the stage for productive discussions. Setting the stage means realizing that the stakeholders entering the room have conflicting and potentially contentious perspectives on the publicized direction of the project.

Project managers need effective and time sensitive techniques for engaging stakeholders in valuable, effective and efficient ways. While some stakeholders hold more power than others, invitations to an inclusive, participative process must be followed up by facilitated sessions that provide stakeholders with equal voice into the decision making process. When stakeholders have this voice, there is greater likelihood of creating buy-in. People will commit to what they helped create.

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Day Two, Wednesday November 17th - Morning

Keynote: Avoiding the Project Manager self-destruct button! - *Mark Swiderski*

We review the skill, hill, will cycle of personal development and the changes in skills needed to grow along with the growth in size, scope, and complexity of the projects you manage. We will ask you to self-assess your capabilities to avoid the self-destruct button. From this perspective, you can assess what you have to do to have a more fulfilling Project Management career.

- Self assess their strengths using a simple assessment guide
- Discuss the impacts of size and complexity on skill development
- Discuss the implications of skill, hill, and will

Keynote: Where Would the World Be if We Stopped Solving Problems? - *Bill Scott*

Let's face it: projects come with problems – problems that "need" to be fixed. But do they? Despite advancements in virtually every area of human life, we continue to "solve problems" – a process that has been around for more than 80 years. At its best, problem-solving focuses on yesterday's causes to try and solve today's problems.

This provocative session asks you to stop focusing on what you don't want and start focusing on what you do want. It provides strategies and tools that will help you move from developing responses that are merely acceptable to ones that are game changers.

Leadership Track: Effective Meetings Begin with Better Facilitation Skills - *Mark Swiderski*

Ninety percent of a Project Manager's role is communication. This fact is also true of most managers. We spent a lot of our work hours in meetings (more virtual with COVID). Meeting effectiveness has become more critical than ever before. Set realistic expectations for meetings and achieve your meeting purpose every time.

This course focuses on the preparation skills needed to have more effective meetings as a Meeting Owner, Facilitator, or Participant. The Student will learn a process for meeting preparation and delivery that can scale to any meeting process.

This session will enable the audience to:

- Describe the benefits of the meeting facilitation process
- Describe the benefits of the meeting prep process
- Demonstrate the development of a Meeting Purpose Statement
- Demonstrate the result of a good meeting agenda

- Describe the process for preparing a meeting audience to be productive

<u>Leadership Track:</u> The Neuroscience of Leadership: Lead with Impact - *Spencer Horn*

The Neuroscience of Effective Leadership has less to do with skill, education and intelligence, and more to do with the ability to think clearly under pressure, manage and motivate people effectively, and to change your approach as necessary. It has to do with your impact!

Value to Participants:

- Learn how your higher brain functions are neutralized, reducing your effectiveness.
- Recognize the cycle of how emotions drive behaviors and build habits.
- Gain tools to build awareness of how you behave in moments of tension and the impact of that behavior on achieving our goals.
- Learn techniques to interrupt those behavior patterns for better outcomes.
- Each participant will receive a free leadership and communication survey. This will help them understand their impact under pressure.

<u>Leadership Track:</u> Unconsciously Competent Leadership – *An Applied Neuroplasticity approach to making you a better leader - John Kennedy*

This workshop combines learning with an Applied Neuroplasticity training program developed and vetted by military leaders to radically improve your ability to optimize decision making and execution at an unconscious level.

The course will:

- Help you examine and evaluate your leadership decisions in situations similar to those that others have made leading both from in front and from behind
- Learn to use a short but powerful list of criteria you can internalize to help you make better leadership decisions under stress
- Experience a customized variation of the Mental Agility Training to help you make these better decisions unconsciously

Takeaways:

- A high level understanding of the best ways to lead in the situation
- A process to improve specific decisions in the moment
- A tool to help you make the whole process unconscious – better, faster with less stress.

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<u>Technical Track:</u> An Alternative to Managing Risk: *Converting Risk Avoiders into Opportunists - Bill Scott*

Risk management is an aspect of project management that most love to hate. Experts suggest that most of the population is risk averse. We typically associate risk with fears and fears are generally something to be avoided or at least offloaded to others. But what if we looked at risk differently? What if we looked at risks as opportunities?

In this workshop, you will have the opportunity to work with a case example and explore the difference between risk mitigation strategies and opportunity development. You will discover that by doing so, the possibilities seem limitless.

<u>Strategic Track:</u> Have Your Say, Get Your Way™ - *Marion Grobb*

Have you ever been so upset about something that you just couldn't find the words to productively express yourself, so you either exploded in anger or burst into tears?
Maybe you walked away in avoidance, resignation or frustration?
On that very day, you wanted to have your say, to share your expertise, to stand your ground and be heard; you just didn't know how. With the "IDEAL Say It System", you'll know when and how to speak up or walk away, and do it all without regret.
You'll be equipped to influence the decision-makers in your life and finally get your voice heard.

Participants gets to:

- Decisively determine if it's best to speak up or step down
- Influence decision-makers (get your expertise heard)
- Position yourself as a leader
- Be active in meetings when it makes the most sense
- Get noticed by clients, peers, and your industry
- Present your contrary viewpoint and feedback, respectfully
- Decrease stress, frustration and regret in what you said or didn't say
- Foster honest and authentic relationships with clients, colleagues, bosses and employees

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Day Two, Wednesday November 17th - Afternoon

Keynote: *Own Your Outcomes! - With Great Power comes Great Responsibility- Spencer Horn*

Learn how taking 100% ownership for your current results gives you the power to improve future results. Discover the conditions and behaviors that keep you stuck. Identify and implement the steps that achieve the results you desire in your work and life.

Spencer uses personal experiences and inspiring stories to help motivate chapter members to take action. Each will learn about how to unleash the power to achieve desired goals. Members will commit to take ownership for the outcomes in their life.

Value to members:

- This is a "wake-up call" to seasoned leaders to get off "autopilot" and stop settling for good enough!
- Learn some ways you prevent others and yourself from making desired changes in your roles and how to eliminate them.
- Attendees will learn to stop blaming and change their story. They will create ownership of results and choose if they want a job, career, or a calling!
- They will come away with a tangible vision and purpose about what is important to them through creative exercises.
- Participants will get committed to a plan of action, which will help them have more power over the outcomes in their lives.

Leadership Track: Better projects start with better business cases - *Mark Swiderski*

A Business Case takes a good idea and turns it into one or more beneficial projects. This process can be helpful for small projects but is required for mid to large projects and programs. Without a Business Case, two-thirds of the time, we are working on the wrong project.

This discussion will focus on understanding the Business Case process, writing a problem/opportunity statement, valuing the benefits, determining a recommended approach, and ensuring a Champion and Project Objective are established for every project.

- Describe the benefits of following a disciplined Business Case process
- Demonstrate a Problem/Opportunity statement
- Discuss the impacts a Problem/Opportunity statement has on valuing the Business Case
- Demonstrate the process for developing approaches
- Discuss the components for a good project recommendation

Strategic Track: Communicate to Connect with Your Project Team™ - *Marion Grobb*

Technical Track: Waterfall or Agile: Why Not Both? - *Bill Scott*

PMI has embraced both Agile and Waterfall approaches for managing projects. At the start of each project, we are faced with a decision: which do we use (or perhaps both) to accomplish projects. Yet each method has its strengths and some of those strengths are lost when we select one methodology over the other.

In this workshop, you will explore the strengths of each approach and ways we can take advantage of and leverage both methodologies. We collaboratively discover how we can be both traditional and agile.

Strategic Track: Productive Conflict - *Spencer Horn*

There is a wide range of productive and destructive conflict. Destructive conflict leads to reduced innovation, wasted & lost time, wasted & lost opportunities, absenteeism, high employee turnover, legal costs, bad press, and more. Learn what you and your organization can do to manage and harvest the benefits of productive conflict.

Key Takeaways:

- Learn tools for effective conflict and build your muscles for conflict.
- Understand the various kinds of conflict.
- Identify your preference for conflict and where your interests and concerns may be incompatible with others.
- Identify your conflict hooks or personal triggers which can lead to unproductive conflict.
- Learn to manage your hooks for more productive conflict.

Strategic Track: Your future is behind you! - *John Kennedy*

Steve Jobs famously said, ***"You can't connect the dots looking forward, you can only connect them looking backwards."***

***Unlock the missing component between ordinary and extraordinary*.**

Learn about the most important components to success in your life – your past failures! Backed by neuroscience you'll examine critical aspects of past experiences, distill from them the seeds of success and how to make the changes necessary to achieve progressively higher goals in all areas of your performance.

Takeaways:

- An understanding of how to view your past failures and how they formed the habits now holding you back.
- A plan to examine them and change them using several Applied Neuroplasticity based methods.
- You own a plan to release yourself from past baggage and start moving from ordinary to extraordinary.

Day Three, Thursday November 18th - Morning

Leadership Track: Daily Execution Extraordinary Results - *Scott Well*

Goal setting MAXIMIZES everything you do. It's like using a GPS - you identify an end destination and then map a route, with exact turn-by-turn directions, to create an estimated time of arrival on how to get there the fastest and easiest.

If done well, goal setting empowers and creates performance breakthroughs. If done poorly, it demotivates and can potentially destroy a team's culture.

"Daily Execution for Extraordinary Results" goes deep into the science of achievement, motivation and habit formation. It will change the way you look at goal setting.

Key Takeaways:

- Determine the right and wrong types of goals to set based on your individual personality
- Implement a simple 3-step process all Outperformers use to own and smash their goals
- Stay on track, consistently, even when you're unmotivated and unfocused
- Leverage the science of habit formation to build "peak performance routines"
- Avoid the BIG goal setting mistakes most people make (and I've made too!) that sabotages their success

Strategic Track: Revitalize Your Work and Life - *Stephanie Staples*

Are you trying to be all things to all people?

Are you who you want to be during this unprecedented time?

Are competing priorities and the lack of time, energy and motivation stopping you from being the best version of yourself?

Well, if overwhelm is creeping in it's time to top up your psychosocial wellness tool kit.

Learn simple, purposeful, deliberate actions you can easily implement to help you revitalize yourself so that you can bring your best both personally and professionally. Get ready to see how the Kaizen principle can help you improve your quality of life - even in tough times! And… we may even have a little bit of fun!

Day Three, Thursday November 18th - Afternoon

Leadership Track: Transforming Uncertainty into Opportunity - *Suzanne Stevens*

Hiring diverse employees is an organizational mandate and executed by HR. But once hired, then what?

How do you, the leadership team, and every employee, promote an inclusive culture?

Well, being hired is one thing. Feeling a sense of belonging and value is an entirely different matter.

Key Takeaways:

- Motivators to attract, engage, and retain top talent
- Understand what unconscious bias is and why they exist – no shame or blame
- Kick the bias out of communications.
- Conscious leadership strategies to bake into your organization's DNA to create a collaborative and inclusive culture.

Technical Track: What All PMs Need to Know About Agile - Kevin Aguano

With the widespread adoption of agile project delivery methods within our organizations, project teams and project managers work in new, innovative ways to avoid waste and to be more flexible to changes raised during the project. PMI has acknowledged this trend by incorporating agile practices into the PMBoK® Guide and by making up to 50% of the PMP exam questions focused on agile and hybrid approaches starting in January 2021.

This 2-hour session helps project managers understand how the use of agile within their organizations will affect them, how they need to behave differently, and the benefits to be achieved by doing so. It assumes that participants have no prior knowledge of agile delivery methods.