PROJECT MANAGEMENT PROFESSIONALS COMMUNITY OF PRACTICE

Bi Weekly Digest Vol 2 Issue 1

July 11, 2022

Summer, Summer, Summer time

"Time to sit back and unwind." — DJ Jazzy Jeff & The Fresh Prince

Unless you are a project manager in Higher Education! It seems like every year, everything starts up earlier and earlier to prepare for the Fall semester. Where we used to get a bit of a break in June and July and hunker down in August, now it seems that plans to prepare for students returning in August starts up even before the Spring semester ends. We do hope that summer brings at least a little bit of a "slowing down" for you, giving you time to relax, recharge and possibly work on some personal and/or professional development. We have some suggestions below that might make that easier for you.

If you have any suggestions for resources that you believe will benefit the community or topics that you are looking for more information on, please let us know!

Happy Project Managing!

JULY 2022 MONTHLY WEBINAR

Please mark Thursday, July 28, 2022, at 11:00 AM on your calendar for our July 2022 webinar so that you don't miss it. Click here to download an .ics file to add the webinar to your Outlook or Google calendar. The Zoom connection information for the event is in the .ics file.

We will be watching a video together from the ASU PM Summit titled Engaging Stakeholders - 5 Key Skills presented by Elizabeth Harrin from Rebels Guide to Project Management and discussing its key takeaways and relevance to SUNY campuses. In this presentation, Elizabeth Harrin FAPM will draw on resources in her new book, Engaging Stakeholders on Projects, to share tips for how you can build your skills in the job. You'll come away with practical ways to improve your contextual awareness, business acumen, resilience, credibility, and assertiveness: 5 skills that are often overlooked but critical to building trusted stakeholder relationships and getting on in your career. This presentation is suitable for people at all stages in their professional journey as you'll be able to create your development plan to take things further after the session.

The PMP CoP also held a great presentation at the SUNY Technology Conference 2022. You can view the recording for that session here.

If you missed our May 2022 Webinar, you can view it [here](#).

Fall 2022 Project Management Classes

Dates for the SUNY Center for Professional Development's [Project Management Fundamentals](#) and [Advanced Project Management](#) are currently in the works. Registration will open for these classes in early August and emails will be sent out to the PMP CoP listserv first. Keep an eye on the listserv for the announcement.

Articles of Interest

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Why Am I Left out of Critical Conversations?

Regardless of your title or position, it's likely you've experienced being left out of critical conversations only to be informed of decisions you could have provided input for. Definitely frustrating, particularly when your management is holding you accountable for something that you don't have control over. I understand the frustration, but want to peel back the banana on this and focus on not the what, but the why. Why are you left out of critical conversations? By understanding the why, you may unearth some actions to help you provide better value so that peers will want to include you. (Lonnie Pacelli, projectmanagement.com, 2022)

Are You Developing the Skills That Truly Make a Difference?

PMI recently published its 2022 Jobs Report ([you can read it here](#)). There's a lot of great insight, but I want to focus on just one set of data in the section on "Demand and Rewards for Project Talent." That data set is the five top skills and capabilities for project managers:

- Relationship building
- Collaborative leadership
- Strategic thinking
- Creative problem solving
- Commercial awareness

That last one was described by PMI as "knowledge of the business, industry and ecosystem, along with their implications for projects. "I'm guessing that none of you are particularly surprised to see the first item on the list. If a project manager can't build constructive relationships, then they're not going to be leading projects for very long. (Andy Jordan, projectmanagement.com, 6/29/2022)

The Importance of Kindness for Project Managers and Teams

Kindness can be a tricky topic in the business world. If you look online, you'll see multiple articles written about this theme. One of the challenges of incorporating kindness into the workplace is that there are many different views on being kind. Everyone defines kindness based on personal experiences and belief systems. Kindness, for some, may include a bonus or gifts. In comparison, others may view kindness as helping or getting a note of thanks. Because of these differences, kindness in one team may look different than kindness in another. You might see kindness in a team member with a gruff demeanor appear as taking time to check in on how each team member is getting along. Or you might see kindness from a quiet boss in the form of including thanks for the work accomplished in an email communication. (Dr. Lynette Reed, mpug.com,

06/27/2022)

Webinars To Watch

Don't forget to visit our [PMP CoP YouTube Playlist](#) to view all of our previous Monthly Webinars that we have held. If you have a particular topic that you are interested in for a future monthly, please let us know by emailing [krista.lynch@suny.edu](#).

How to Successfully Launch Your Business Analyst Career

Testimony from Elizabeth Harrin (Rebel's Guide to Project Management) One way I see people involved in projects in any capacity elevate their careers is by really honing their business analysis skills. As a project manager, I've often been in situations where I've had to do some business analysis to help get the project through scoping and requirements, even though that's not my "real" job. I did some BA training earlier in my career, and it's been hugely useful. Knowing the tools and techniques can help you scope a project and ask the correct questions to gather requirements. If you get involved with projects prior to the formal business case sign-off and full scoping being complete, then you can contribute more and with confidence if you have some understanding of business analysis.Plus, being a BA is a lucrative career. (Bridging the Gap)

Crucial Learning's GETTING THINGS DONE® & THE POWER OF HABIT™

Wednesday, July 20, 2022 | 11:00 AM - 12:00 PM EDT

Do you want to improve your team's performance but don't know which skills or habits are most effective? Join master trainer Justin Hale for a preview of the skills and strategies taught in Getting Things Done® and The Power of Habit™. This is the perfect introduction for those evaluating a course for their team or organization. During this webinar, you will:

- Identify where your work and life lag behind your hopes and expectations.
- Gain an understanding of the Habit Loop—cue, routine, and reward.
- Learn how the CCORE methodology—Capture, Clarify, Organize, Reflect, & Engage—can help you achieve the ideal productive state.
- Identify and clarify the very next action that would move you toward closure.
- Explore the ways you can implement Getting Things Done® or The Power of Habit™ in your organization. (Crucial Learning)

Negotiating for Optimal Outcomes

This webinar covers how negotiation is defined and the phases of negotiation from preparation through measuring the outcomes of the negotiation. In addition, we will explore common approaches to negotiating and an-in depth review of the rules of principled negotiation.
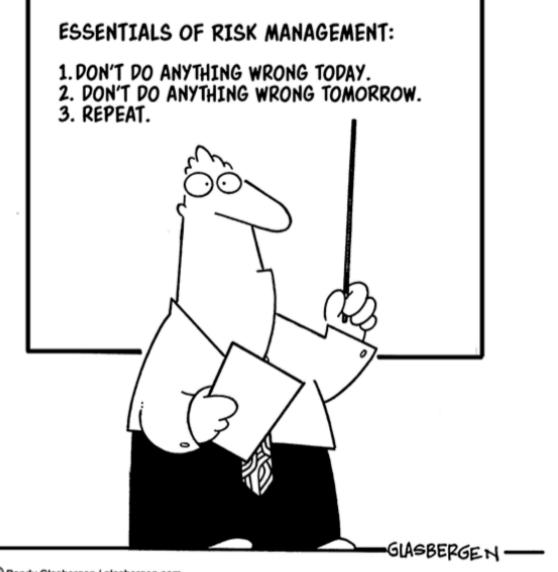
After this one-hour session, you will be able to:

- Prepare for an upcoming negotiation
- Effectively move through the phases of a negotiation
- Understand how to manage both soft and hard negotiators
- Assess your common negotiating style
- Utilize the rules of principled negotiation (International Institute for Learning)

Join our SUNY PM Listserv

Keep up to date on all things project management in the SUNY community by joining our SUNY Project Management email listserv. We send out emails about our monthly webinars, project management discussions, polls and upcoming free and low cost training opportunities.

Join Our Listserv

Links to Past Bi-Weekly Digests

January 31, 2022 - Bi Weekly Digest Vol 1 Issue 1

February 14, 2022 - Bi Weekly Digest Vol 1 Issue 2

February 28, 2022 - Bi Weekly Digest Vol 1 Issue 3

March 28, 2022 - Bi Weekly Digest Vol 1 Issue 5

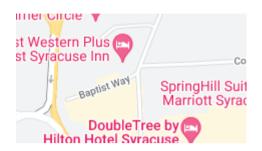**April 11, 2022 - Bi Weekly Digest Vol 1 Issue 6**

Contact Us

The SUNY CPD is a collaborative central resource for the SUNY community providing access to high quality professional development opportunities focused on the latest trends and established best practices in higher education to enhance the capability of SUNY faculty and staff and increase SUNY's competitive advantage.

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