



Welcome to our event

Effective Project Management and the Virtual Team





Background

Unlocking the potential of your business to achieve excellence in project execution

- Founded in 1997
- Headquarters in Pittsburgh, PA
- Principle Centered Leadership
- Extensive Project Management and Technology Consulting experience
- Consistent Growth and Profitability
- National Customer Base



How we accomplish our mission

TrueFit's Vision:

To provide solutions that give businesses the power to reach their fullest potential and profit from their technology investments



Financial Services Manufacturing Entertainment *Diverse Markets* *Solutions Served* Retail Distribution Professional Services

Custom Development

- .NET Development (Custom Solutions)
- Portals & Information Workflow
- Business Intelligence
- Application Integration

Network Services

- Messaging solutions
- Core Network Infrastructure
- Network Security Solutions
- Thin Client Technology

Portfolio & Project Management

- OnPoint Assessments
- OnPoint Implementation
- OnPoint Project Consulting Services (PM Staffing, Training, coaching, Project Process Improvement)



What Does TrueFit Do?

- Provide expertise to enable your organization to excel in project execution
- Proven Change Management to drive rapid user adoption and achieve business results
- Leverage best of breed project management technology to achieve exceptional results

19% of Projects **Fail Completely**

46% of Projects are **Challenged and Do Not Meet Success Criteria**

65% of Projects are **Late and Over Budget**

“We change the statistics for your organization”



@task helps companies
get work done





Company Overview

- Founded in 2001 in Orem, Utah
- Profitable Since 2003, Venture Backed
- 145 Employees
- 1,600 Customers
- Averaging 70 New Customers a Month
- Global—offices in US, Japan, China, and UK with partners throughout Europe, Australia, and South Africa

- Marketing Group at McNeil Consumer Health, produces point of purchase displays for Johnson & Johnson solutions
- **Goal:** Increase the number of annual projects completed while maintaining quality controls, Six Sigma, and SOX compliance
- **Result:** In first year with @task 300 projects were completed compared to 60 the previous year—a 500% increase





Industry Leaders Choose @task

Macy's • **Walt Disney** • Caterpillar • **Apple** • Library of Congress • **Google** • Novell
Louis Vuitton • **Whirlpool** • Time Warner • **Cisco** • San Francisco Chronicle • FAA
Raytheon • **Adobe** • NetFlix • National Institutes of Health • **NASA** • Mizuno • **GE**
Nielsen Media Research • **Toyota** • Greenpeace • **AT&T** • Smith & Wesson • Timex
Cotton • Northrop Grumman • ADP • McDonald's • **HanesBrands** • Quark • AAF
Wharton School of Business • **Chevron** • The Nature Conservancy • **Samsung**
Cardinal Health • Benjamin Moore • **Volvo** • US House of Representatives
• CBS • Abbott Laboratories • Grainger Global • **US Dept. of Health & Human Services**
HBO • **Johnson & Johnson** • Burton Snowboards • Ryder • **Amazon.com** • UCLA



Working with Virtual Teams

Presented by:

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A virtual welcome to Steelers Nation!



Clear Definitions

Virtual Team - a group of individuals who work across time, space, and organizational boundaries with links strengthened by webs of communication technology.

- a group of individuals separated by geography utilizing internet tools to work collaboratively.

The Reality of Virtual teams

- 2/3 of American workers are currently involved in virtual teams
- 41 Million corporate employees work at least 1 day a week virtually
- 36% of virtual team members have never met their co-workers face to face
- What is your reality?

Out of sight Out of mind

#1 complaint from
project managers

“I can’t see if
they are
working or not.”



The challenges of Virtual teams

- Isolationism
- Team building
- Trust
- Leadership
- Achieving the potential productivity

10 Keys to successful virtual teams

1. Communicate, communicate, communicate
2. Get the right tools
3. Build Trust
4. Align Project Team Members
5. Closely Monitor the project
6. Strong Leader / Shared leadership
7. Expertise and Motivation
8. Decision making processes
9. Open sharing of information
10. Top Management support at all locations

Virtual Communication Challenge

Three Elements of Face to Face Conversation

- | | |
|------------------|-----|
| 1. Words | 7% |
| 2. Tone of Voice | 38% |
| 3. Body Language | 55% |

ISSUE: Non-verbal cues are always missing
Tone of Voice is often missing

Effective Communication

Effective Project Communication – Messages that produce an outcome

- Repeat, repeat, repeat
- Less is more
- Be sticky
 - Simplicity
 - Unexpectedness
 - Concreteness
 - Credibility
 - Emotions
 - Stories





No Surprises

3 tools required for effective virtual teams

- A good web conferencing tool
- A good web enabled collaborative design tool
 - Product design → PLM
 - Software Engineering → Config. Management
 - Marketing → Content Management
- A good web enabled Project execution tool
 - Central repository for project execution collateral
 - Tasks
 - Resources
 - Schedules
 - Issues
 - Notes
 - Documents



Demo



Questions



We look forward to serving you!

TrueFit Solutions

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