



Unified Project Management[®] Methodology (UPMM[™]) Software Suite

A Roadmap To Project Success

Do you have the right solutions to consistently deliver projects on time and within budget?

Whether you need to continually improve project performance or maximize the effectiveness of a project management initiative, we understand the challenges project managers face in today's competitive business environment. That's why companies around the world leverage our expertise to transform the way they do business.

International Institute for Learning, Inc. (IIL) **Unified Project Management[®] Methodology (UPMM[™])** is a suite of knowledge management tools that incorporates a complete project management methodology. This intelligent approach helps drive project management excellence and improves the success of projects.

Welcome to Unified Project Management[®] Methodology

Unified Project Management[®] Methodology (UPMM[™]) is registered, copyrighted and owned by International Institute for Learning, Inc., © 2005. This version of UPMM[™] is a derivative work of A Guide to the Project Management Body of Knowledge (PMBOK[®] Guide) - Third Edition. A Guide to the Project Management Knowledge (PMBOK[®] Guide) - Third Edition is copyrighted material of, and owned by, the Project Management Institute Inc. (PMI), © 2004. This product has been developed and reproduced with the permission of PMI. Unauthorized reproduction of this material is strictly prohibited.

Each step of the process for all UPMM solutions drills down to a Step Detail Screen linking to all knowledge tools required for the step requested.

3.0 Planning

3.0 Develop Project Management Plan - Medium Project

Inputs	Outputs
<ul style="list-style-type: none"> Communications Management Plan Procurement Plan Project Budget Project Charter Project Procedures Document Project Schedule Responsibility Assignment Matrix (RAM) Risk Response Plan and Register Scope Statement Work Breakdown Structure (WBS) 	<ul style="list-style-type: none"> Project Management Plan

Definition	Tools
To combine the results of other planning processes to develop a consistent and comprehensive documentation of the Project Management Plan.	<ul style="list-style-type: none"> Project Management Information Systems Project Planning Methodology Stakeholder Skills And Knowledge

Description	PM Knowledge
The Project Management Plan is used to both guide execution and as a baseline for measurement and control. Planning is an iterative refinement procedure that includes negotiation to make sure that the result is capable of being achieved. The Project Management Plan documents decisions, alternatives, risks, and assumptions. Manage and maintain the plan throughout the project's life.	<ul style="list-style-type: none"> Planning Overview Project Plan Maintenance Project Management Plan

Knowledge Area: Integration Process Area: Planning

The UPMM suite of tools includes:

UPMM™ Standard Edition *(available as a host-based solution)*

UPMM Standard Edition is a complete, mature, and effective project management knowledge resource for project managers to advance the success of their projects. This hosted, web-based tool is accessible anytime, anywhere and offers 100s of templates, examples and guidelines to foster just-in-time learning.

UPMM™ Professional Edition *(available as a host-based solution)*

UPMM Professional Edition allows project managers, project teams, and PMOs to completely customize the methodology, templates and best practices. This hosted, web-based tool enables you to capture, catalogue and distribute lessons learned, best practices, common processes, procedures and knowledge to improve performance.

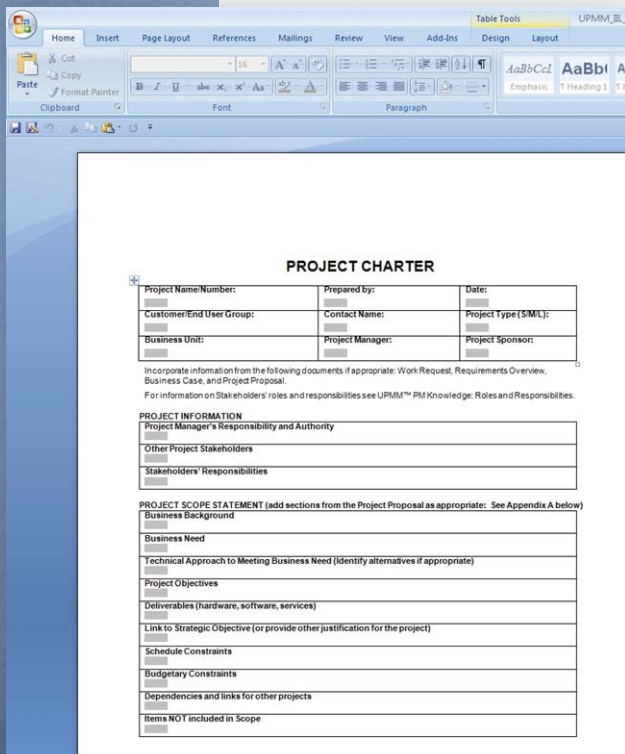
UPMM™ Enterprise Edition *(available as a server installation)*

UPMM Enterprise Edition is a robust and scalable solution that addresses the full range of project management knowledge, this includes: portfolio management, program management, and performance methodology. By accessing UPMM capabilities as a managed service you will receive continuous updated best practices and gain exposure to every aspect of project management knowledge. This tool may be used as a central repository for a company's project management knowledge to archive and to learn from its experiences, and issue updates on company best practices, policies and procedures.

Access Knowledge Anytime, Anywhere

Flexible and dynamic, the UPMM web-based solutions include proven project management expertise delivered right to your desktop. The *PMBOK® Guide* aligned knowledge base guides you through your projects from start to finish and offers the ability to review lessons learned.

Each of these comprehensive tools provides templates, examples, guidelines, procedures, policies, best practices, process models and other valuable knowledge required to support consistent and effective performance.



PROJECT CHARTER

Project Name/Number:	Prepared by:	Date:
Customer/End User Group:	Contact Name:	Project Type (SML):
Business Unit:	Project Manager:	Project Sponsor:

Incorporate information from the following documents if appropriate: Work Request, Requirements Overview, Business Case, and Project Proposal.
For information on Stakeholders' roles and responsibilities see UPMM™ PM Knowledge: Roles and Responsibilities.

PROJECT INFORMATION

Project Manager's Responsibility and Authority

Other Project Stakeholders

Stakeholders' Responsibilities

PROJECT SCOPE STATEMENT (add sections from the Project Proposal as appropriate: See Appendix A below)

Business Background

Business Need

Technical Approach to Meeting Business Need (Identify alternatives if appropriate)

Project Objectives

Deliverables (hardware, software, services)

Link to Strategic Objective (or provide other justification for the project)

Schedule Constraints

Budgetary Constraints

Dependencies and links for other projects

Items NOT included in Scope

The Project Charter is one of over 150 project management templates in UPMM.

The benefits and business value of the UPMM suite:

- **Practical guide to project management** that enables project management professionals to follow a standard and effective approach, with minimal effort, achieving consistency and completeness.
- **Minimized time** by providing all the knowledge required to manage projects.
- **ROI realized** through improved rate of project success.
- **Hosted solution** that does not require server, disk space, installation IT staff.
- **Qualified subject matter expert available** to answer project management related questions.
- **Complete and scaled project management methodology** that saves time and effort in methodology development and deployment.

UPMM suite core features for driving better performance and efficiency include:

- **Step-by-step guide to project management**, navigable by process or knowledge area.
- **Interactive, visual, and complete process diagrams** and steps scalable for three levels of project complexity.
- **Excellent training resource** – contains entire *PMBOK® Guide* and access to guidelines and tutorials for every step in the process.
- **Hundreds of templates** and tied to each step of the process – each with instructions and multiple examples for use in transferring and reusing best practices.
- **Glossary** – includes the entire *PMBOK® Guide* and IIL terminology – fully customizable for Professional License.
- **An open system** that integrates with other project management systems and applications (e.g., Microsoft® Office Suite).
- **Online coaching and project management consulting** through PM Mentor and FAQ management.
- **Full project management knowledge base** complete with IIL content and PMI *PMBOK® Guide* – in Professional and Enterprise editions fully extensible for use as a vehicle for best practices, and lessons learned.

Delivering Value

IIL is committed to keeping your business requirements at the forefront of everything that we do. We deliver value through our products, educational services, and consulting solutions. The IIL Team is always available to support all of your IIL investments. By teaming with IIL you can leverage our expertise to help advance your projects.

UPMM Suite of Knowledge Management Tools Features & Functionalities

Features	Standard	Professional	Enterprise
Customizable?	No – Read and Download Access only	Yes – with tools to customize all content and diagrams	Yes – with tools to customize all content and diagrams
Scaled Methodology Types			
PMBOK® Guide Methodology	Yes	Yes	Yes
Small PM Methodology	Yes	Yes	Yes
Medium PM Methodology	Yes	Yes	Yes
Large PM Methodology	Yes	Yes	Yes
Methodology Components			
Interactive Process Diagrams	Yes	Yes	Yes
Step Detail Screens	Yes	Yes	Yes
Templates	Yes	Yes	Yes
Template Instructions and Examples	Yes	Yes	Yes
PM Knowledge Library	Yes	Yes	Yes
PM Glossary	Yes	Yes	Yes
Administrator Portal			
Create and Edit PM Process	No	Yes	Yes
Create and Edit PLC Processes	No	Yes	Yes
User Administration	No	Yes	Yes
Diagram Editor			
Edit/Create PM/PLC process diagrams	No	Yes	Yes
Integration with MS Project			
	Yes	Yes	Yes
Additional Tools			
My Projects – a project status tracker	Yes	Yes	Yes
PM Mentor – online coaching & Q&A	Yes	Yes	Yes
My Profile – Personal preferences	Yes	Yes	Yes
Resides on Client's Server			
	No – Hosted by IIL	No – Hosted by IIL	Yes

Contact Us

For more information about the UPMM™ suite of tools and to learn how you can immediately leverage these solutions, please email us at upmm@iil.com or visit www.iil.com/pm/upmm.

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