



## If You Don't Have Time to Read This Article, You Need to Read This Article...

### Time Constrained Leaders

If you are like most CEOs and senior managers, you are pressed for time. Email has become an avalanche, meetings have become practically continuous. Leaders are having to do more and more with fewer and fewer staff. This situation has created the Leader's Dilemma:

- If I spend time following up with my people to be sure things are getting done, I don't have adequate time to focus on my own strategic initiatives that would have a big impact on the organization.

- or -

- If I spend adequate time on my own strategic initiatives, my peoples' projects start losing traction and fall between the cracks.

But now there is a third option. Build an execution infrastructure with which you only have to intervene on those internal projects that are falling behind. How will you know what those are? Read on.

### Leverage: Little Work - Big Results

What would it mean to you and your organization if:

- You could see at a glance what your people are working

on and if their projects are on track

- Your people hold each other accountable for properly defining and prioritizing projects and following through on time and on budget?

Now there is a solution to the Leader's Dilemma: *Lean Project Manager*, a process and platform for managing "working on the business" projects such as:

- Continuous improvement, Six-Sigma and Lean initiatives
- Training initiatives
- Sales and marketing program development and execution
- Events planning, to name just a few examples.

Your team can now capture action commitments in your meetings in real time.

*Lean Project Manager* breaks the propensity to work on the urgent at the expense of the important. For example:

- All internal projects must be aligned with one of your defined strategic priorities.
- All projects must be ranked by a predetermined matrix of cost/benefit criteria.
- A graphic indicates at a glance if the project is on track or falling behind.

- All projects are visible to the whole team.

### Why Traditional Project Management Tools Don't Work Internally

If you have experience with traditional project management systems, you know they are completely unsuited for internal organizational project management.

- They are designed to manage a few large projects of long duration.
- They are too detailed and cumbersome for practical use.
- They are designed to have information funneled to a single individual or small team to enter and update data and send schedule and other information back out to those who need it.
- They are not informed by the organization's strategic priorities.

Internal organizational projects, by contrast are:

- Many in number, short in duration, typically from a week to three months.
- Each project owner needs to be able to create and update his/her own projects.

- Team (including the leader) approves proposed projects, rankings and timelines.

Used by a wide variety of companies in services and manufacturing, *Lean Project Manager* helps your team focus, prioritize and execute better than ever before.

### **Implementing *Lean Project Manager* (LPM)**

LPM is both a process and a platform.

Implementation starts with a meeting of the CEO or senior manager for half a day to:

- Define the team members
- Appoint and update a team LPM champion
- Identify the organization's strategic priorities
- Integrate LPM into the team's normal meeting process

Next, a one day session is held with the whole team to:

- Train everyone on the LPM platform
- Review and clarify the organization's strategic priorities
- Define the project ranking criteria
- Begin capturing existing projects
- Define how best to integrate LPM into the team's normal meeting routine.

Using LPM in meetings requires a projector, computer and internet connection.

Finally, a follow-up half day with the CEO, internal champion and team to address any issues and help the team fine tune their process.

Ongoing technical support is included for the LPM platform.

*Lean Project Manager* consultants are knowledgeable and experienced in strategic planning and facilitating team meetings that integrate the LPM platform.

### **The LPM Platform**

*Lean Project Manager* was designed and developed by Craig Henderson, a production engineer with a strong background in continuous improvement methodologies. It is published by his company, *Systemental* and distributed by *Management Technologies Inc.*

The system is web-based and can be updated from anywhere for team members who travel.

LPM is clean, simple and does one thing exceptionally well: helping teams execute. It accomplishes this by helping your employees focus and prioritize. It also helps create a culture of mutual accountability.

LPM is sold on an annual license basis for teams of up to 15 members.

### **The Next Step**

Today's economic climate requires better planning and execution than ever before.

Consistently working *on* the business itself is essential to continuously improve products and services and reduce costs.

You have a financial infrastructure and an IT infrastructure in your business. You may also have a planning infrastructure. It's time to add an execution infrastructure to your organization.

Start pushing your own strategic initiatives forward at a record pace. Feel the sense of confidence that comes when your team is on the right track and moving forward effectively.

Call Lanny Goodman at 505-884-7300 to schedule a demonstration and discuss the application of LPM in your organization.



### **About Lanny Goodman**

Since 1980, Lanny has been helping entrepreneurs design companies that provide the

time and money to enjoy the fruits of their labors. He uses a unique strategic planning methodology and applies new scientific principles to design companies that largely manage themselves.

He has worked in a wide variety of industries in service, manufacturing and non-profit. He has been the subject of a feature article in Inc. magazine, has spoken at sixteen Inc. national conferences including five Inc. 500 conferences. He has been quoted frequently in Inc., as well as Fortune Small Business and the New York Times.

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