Service: Savvy scheduling to enable on-time delivery

Create a dynamic summary schedule of projects, activities, key dates and dependencies, with filters.

🏆 Typical Benefits

This service gives you a schedule that dynamically modelling project activities and dependencies, enabling you to:

- Know when you will deliver, and detect whether delays right now will impact delivery dates six months from now.

- Identify over-reliance on a single subject matter expert, and re-sequence activities to level out resource demand.

- Apply filters to highlight significant activities (*e.g.* late or due in the next 4 weeks, key delivery milestones, *etc.*)

Thus this service improves a programme's predictability and capability to deliver "right first time", improving the programme's credibility and confidence with stakeholders from across the business.

🗺️ Overview and typical delivery approach

- Meet the delivery team to **understand** projects, key activities, inputs and outputs; create outline schedule.

- Facilitate **workshops** in which project managers and workstream leads talk through their projects, enabling other contributors to spot where they are dependent on someone else's delivery.

- **Model** these activities and dependencies in the programme schedule; overlay resource and financial information if appropriate; mark key activities of senior stakeholder interest.

- **Sequence**. Does project B *need* project A's output, or is it "nice to have"? Are projects scheduled in the best order?

- **Review resource** utilisation – is there a critical "bottleneck" resource? is there a "crunch" period in which where they are over-committed, to several different projects at once? Can we **re-sequence** to relieve the pressure?

- Review with stakeholders (e.g. steering committee, or end users) to ensure they are happy with it.

- Set a **schedule baseline** as the start condition for change control (recognising that the level of detail in the schedule will reduce the further in the future the planned activities are).

- **Update** the schedule with approved project changes, and actual start and finish dates; monitor key dates in the future; flag up if any of them are compromised by delays or project changes we are proposing to make now.

Timelines depend on priorities, and any other services being delivered concurrently for the same client.

📦 Deliverables

A Microsoft® Project® file modelling:

- Summarised key activities of all the projects within a programme and relevant enabling projects.

- Delivery-critical dependencies between projects, and key activities and milestones of senior stakeholder interest.

- Filters to enable easier management of the schedule.

Optionally, the file can also contain resourcing and financial information, with filters and formatting to enable presentation of a simplified, summarised schedule to senior stakeholders.

💬 Client testimonial

*"When Pragmatic PMO was engaged, we had **no project management function or framework**. Pragmatic PMO created a schedule that identified and **modelled dependencies** between the programme's projects to **give visibility** of how any delays in one project would lead to delays in other projects and hence the programme overall. From this they created a **"look ahead" view** of tasks that are overdue, under way, and coming up over the horizon, and focused the team on delivery with a **Key Dates and Countdown** tracker.*

*Essentially **Pragmatic PMO implemented just enough project management** fundamentals and discipline to enable the programme to robustly deliver some fantastic outcomes for the client. If you are looking for strategic programme delivery support services that you can actually lean on, **Pragmatic PMO should be at the top of your list.**"*

Mark Ferguson, Programme Director

Just the job? Then pick a slot and let's talk!   ken.burrell@pragmaticpmo.com
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