

## **Getting Back to Basics**

*By Michelle LaBrosse, PMP®, Chief Cheetah and Founder, Cheetah Learning*

When there's a lot going on, we often push the fundamentals aside and forget the basic skills that have been part of our success. Project management has been a central part of my own success from the beginning of my career. So, when I'm faced with new challenges or when I'm wondering why a project isn't going as well as I'd like, I remember this acronym: IPEMC.

As the first quarter ends, you're probably getting ready to begin some new work projects or looking at the home projects that are going to be part of your own spring-cleaning madness. So this is a great time to get back to the basics with IPEMC.

### **I.P.E.M.C.**

#### **I Is for Initiate.**

At any point in time, both people and organizations have more projects than they have resources to do them. During initiation, we have to prioritize the projects we will pursue, who will sponsor the projects, and who will staff them.

#### **P Is for Plan.**

Once you decide to pursue a project, the project manager and the project team develop the plans to create the final deliverables. This is your road map you're going to be living with until the project is done. Give it the care and feeding it deserves.

#### **E Is for Execute.**

This is where the project team does the work to create the final deliverables of the project. It is the largest part of most projects, and it goes far better if adequate time was taken to properly plan the work of the project.

#### **M Is for Monitor and Control.**

This phase is the truth factor. It is where you are monitoring the progress of the project and seeing what is getting done and what isn't. Make sure you account for any changes, and make mid-course corrections to keep the project on schedule and in budget. If monitoring isn't truthful, it isn't helping any one.

#### **C Is for Close.**

During this phase, the final deliverable is accepted by the customer of the project, and the project team documents what they learned that can be of value on their next project. Whether the project was a huge success or a flop, a lot was learned either way. Make sure you take the time to capture the glory and the agony.

Another place to look is at your organization. Do you have a Project Management Office (PMO)? Is it functioning well, if you don't, maybe you need to explore building one for your organization. A supportive infrastructure can go a long way to ensuring project success.

**[Learn how to establish a successful PMO.](#)** Want some ideas to get you going? Download our **[PMO Success tips](#)** and start thinking about how your organization can get its PM house in order.

Some of the smartest and most effective people and organizations I know have a “back to basics” default button. If your projects aren't going well, sometimes that's where you need to look – both for yourself and your organization.

### **Chief Cheetah Podcast and Cheetah Fan Club**

Want to hear what Michelle LaBrosse, PMP®, and Chief Cheetah has to say about Getting Back to Basics? Download our podcast at **<http://podcast.cheetahlearning.com/podcastgen/>** and hear the words straight from the Cheetah's mouth. Or visit Cheetah's fan club on Facebook at **<http://www.facebook.com/pages/Cheetah-Learning/252859238455?ref=nf#/pages/Cheetah-Learning/252859238455?v=wall&ref=nf>** for a daily Cheetah Tip to Keep You Tops.

### **About Cheetah Learning and the Know How Network**

The Know How Network is a monthly column written by Michelle LaBrosse, the founder and Chief Cheetah of Cheetah Learning. Distributed to hundreds of newsletters and media outlets around the world, the Know How Network brings the promise, purpose and passion of Project Management to people everywhere. Visit **[www.cheetahlearning.com](http://www.cheetahlearning.com)** to learn more about Cheetah PM, the fastest way to learn about Project Management and get your PMP. You can also get your career in gear with **[CheetahWare](#)**, free Project Management tools.

### **About the Author**



Michelle LaBrosse, PMP®, is an entrepreneurial powerhouse with a penchant for making success easy, fun and fast. She is the founder of **[Cheetah Learning](#)**, the **[author](#)** of the **[Cheetah Success Series](#)**, and a prolific **[blogger](#)** whose mission is to bring Project Management to the masses.

Cheetah Learning's expertise in Project Management is highly regarded in the industry. Honored by the Project Management Institute (PMI®), Cheetah Learning was named Professional Development Provider of the Year at the 2008 PMI® Global Congress. A dynamic keynote speaker and industry thought leader, Michelle was previously recognized by PMI® as one of the 25 Most Influential Women in Project Management in the world.

Cheetah Learning is a virtual company with 100 employees, contractors, and licensees worldwide. To date, more than 30,000 people have become "Cheetahs" using Cheetah Learning's innovative Project Management and accelerated learning techniques.

Michelle's articles have appeared in over 100 publications and web sites around the world. Her monthly column, the [Know How Network](#) is carried by over 400 publications, and her monthly newsletter goes out to more than 50,000 people. Her radio program, [Your World Your Way](#), is a weekly broadcast that is an inspiring and practical look at how Project Management fuels success.

She is a graduate of the Harvard Business School's Owner President Manager's (OPM) program and also holds engineering degrees from Syracuse University and the University of Dayton.

She lives in Nevada with her family and likes to rejuvenate in Alaska where you'll often find her kayaking, hiking, and riding her motorcycle.

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