**Starting a PMO – A Babson Case Study**

**EDUCAUSE Connect 2014 Portland, 02/11/2014, 1:30 PM**

**Interactive strategies:**

         Audience poll at the beginning – Where are you in PMO creation?

         Audience brainstorm around 5 topic areas (with sticky dots)

         Group workshopping of challenges that audience has listed during brainstorm

**Session outline for “Creating a PMO – A Babson Case Study” Educause presentation:**

1. At the very beginning of the presentation, take an informal poll of the room, with slide up that shows the options. **3 minutes, tops**
   1. How many of you:
2. Currently don’t have a PMO, but think you need one
3. Have approval to start a PMO / in planning stages
4. Started a PMO within last 6 months
5. Started a PMO within last year
6. Sustaining a PMO currently
7. Have tried to start a PMO at your organization and failed
8. I will give my intro to who I am.  After that, have 5 paper easels or whiteboards around the room, one for each phase listed below.  Ask people to list challenges they have had or currently face.  Put a star (\*) or a colored sticky dot next to those that are current challenges (for future workshopping).  **5 minutes only!!**

Each easel should say “What are/were your challenges at [[Various phase]]” where the phase is below:

* 1. Initiation / Getting Approval to Start a PMO
  2. Defining PMO strategy and scope
  3. PMO Creation: Staffing / Operations
  4. Sustaining a PMO
  5. Reintroducing the concept after unsuccessful attempt

1. I will give my presentation and pause BEFORE each phase of the startup initiative to highlight some of the challenges on the easel  (how thorough depends on how many).  Then I will give my experience through that phase.  At the end of that phase, we will take at least one current challenge from the board and take **3 minutes** to discuss it, with audience feedback.  Ask if anyone has successfully solved this challenge by show of hands, and make sure those struggling currently can identify those folks and talk after.

So, there will be 4- 5 points throughout the discussion to workshop a real-life audience challenges.  Those that have successfully dealt with this challenge in the past may chime in with advice.

1. If there is time at the end, then we can pull more challenges or Q&A.  Also, encourage those that have the challenge to find those that have solved this challenge and connect afterwards.