Lean Plan Builder™

Advantages

Produces robust project plans with 4 types of <u>Accuracy</u>:
- **All Deliverables identified and quantified**
- **Full Logistical structure and interconnections known**
- **Schedule/Completion with 95% confidence**
- **Delivered within Budget**

Creates projects with exactly the right amount of detail and discovers ALL required tasks and inputs

Eliminates unnecessary activity from project plan

Key Features

Works with any single or multiple project environment

Use of Lean "kanbans" identifies all critical task-to-task hand-offs

Industry proven tactical planning process is generic: IT, commercial and consumer product development, general business projects

Directly exports its output into Microsoft Project[1] with or without the Spherical Angle cc-Pulse[2] add-in

Achieve Project Success by Using an Accurate Map to Get There

Most of us have experienced that perfect project and thoroughly enjoyed the success – then returned to the next round of not so perfect projects. Success is more than a single on-time and on-budget perfect project. It is being able to do what we want at will. Lean Plan Builder is a fundamental enabling technology to allow just that.

Imagine having project plans which can effectively deal with a factor of two in uncertainty on the duration of any or all tasks. Start projects knowing that ALL of the critical work has been identified, and logistically interconnected. Finally manage the tasks to their expected durations by using the "protection ratio" to ensure that the remaining uncertainty will not overrun your commitment date.
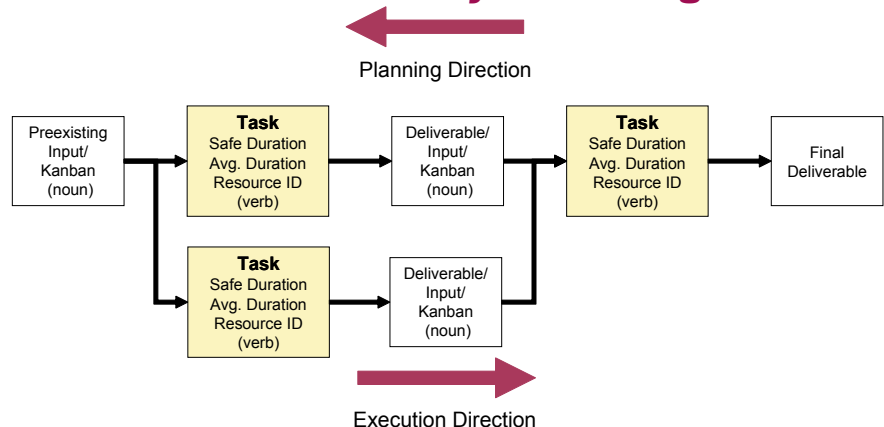
Lean Plan Builder creates real world project plans which robustly model the project from initiation to final delivery. Proper predictive models are the key to being able to proactively manage developing problems rather than reactively coping with the missed milestones.

Lean Plan Builder

Lean Plan Builder is systematic process that creates a rigorous predictive (yet not deterministic) project plan. It has several very effective features:

- Includes both tasks and the inter-task deliverables
- Starts from the end deliverables and works backwards
- Uses a proven set of five focusing questions to glean the key project features for each task
- Creates the logistic network automatically as part of the process
- Accounts for the inability to accurately predict task duration in a rigorous manner

Robust "Lean" Project Planning

Planning Direction

Execution Direction

Velocity Pointe

Speed to Profit™
Management Technologies

The Lean Plan Process

We have all had times where we are given a "do or die" deadline. The natural way to see if it is feasible is to start at the end deliverable and walk backwards identifying each step on the way, allotting each task its time.

Starting at the end deliverable is the best way to create a tactical plan. Every task has inputs which must exist before they can be initiated. These are either pre-existing items, or outputs (deliverables) of previous tasks. The description of the input/output information identifing what passes from task to task is called a kanban (japanese for ticket) in the language of "Lean".
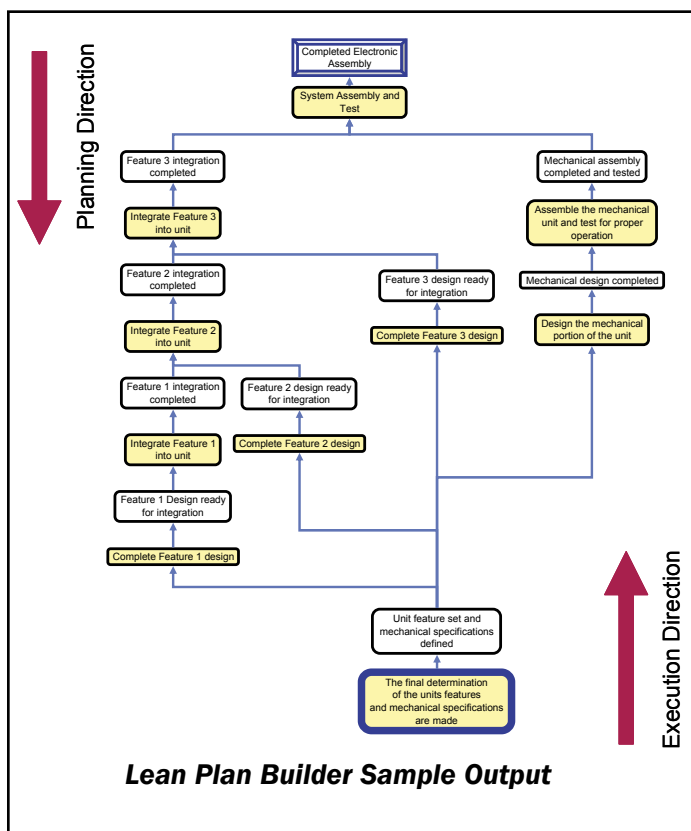
The fundamental power of Lean Plan Builder is in its identification of information flow between tasks. Pushing back this information one task at a time during the planning process creates a robust project model that identifies ALL the work that must be completed to accomplish the end deliverable of the project.

The Lean Plan process uses five focusing questions:

1. What is this deliverable?
2. Who makes this happen?
3. What's the last significant thing that he/she does?
4. What tangible inputs does he/she need?
5. Are these enough?

The rigor of the questions creates the definition of ALL of the required inputs/kanbans. The result is that each task has:
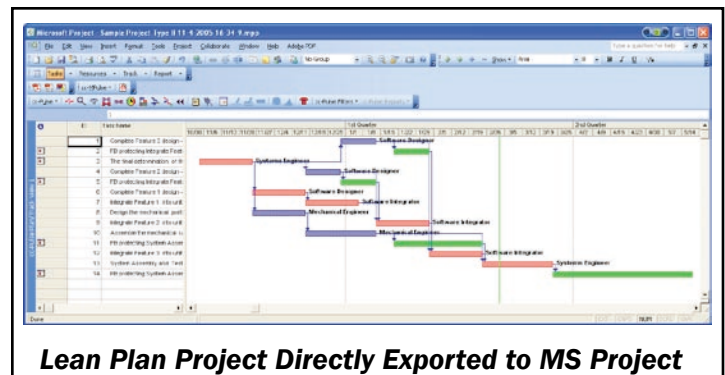
- The resource responsible for the task
- All of the required inputs identified
- The expected time to complete the task (50% confidence level)
- The guaranteed to complete estimate (95% confidence level)
- The quantifiable output that clearly signals the end of the task

Lean Plan Builder Sample Output

Applying Lean Plan Builder

The Lean Plan Builder process can be implemented using index cards with the project constructed on a large whiteboard. However, the ideal implementation is to use the Lean Plan Builder[3] software add-in for Microsoft Excel. This software tool allows one to create all of the tasks and input/deliverables and the logistical connections between the serial and parallel task paths.

Once the plan is created the information can be entered into any project management package. When the Lean Plan Builder software is used, the output can be directly exported to Microsoft Project[1]. The combined 50% and 95% confidence estimates for project management can be used by employing cc-Pulse[2], the Spherical Angle add-in to MS Project. The Lean Plan Builder directly exports to this environment.

Lean Plan Project Directly Exported to MS Project

[1] Microsoft, Excel, and MS Project are registered trademarks of Microsoft Corporation.

[2] cc-Pulse is a trademark of Spherical Angle, Inc. www.SphericalAngle.com, (800) 397-1896

[3] Lean Plan Builder is a trademark of Product Development Institute, Inc., www.PDInstitute.com; 628 Route 10, Unit 4; Whippany, NJ 07981; (973) 581-1885