



# Project Primer

**It's a Blast!!!**

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[www.MFA-A.com](http://www.MFA-A.com)

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**About Us**

**Join us in celebrating our 10 year anniversary this year!**

Michael F. Allen & Associates was established in the year 2000 with the rebuild and restoration of a 20 megawatt Jet Peaker Power Plant. For more historical insight into our company stay tuned to future newsletters.

**Additional Baseline**

## Greetings!

Welcome to the first edition of our newsletter, the "Project Primer". In an effort to provide more value to our customers, we will be offering monthly installments of the "Project Primer". Each edition will be geared towards education and awareness of specific project management topics that are important to you - our Customers.

These topics can range from high level recommendations for improving project margins and performance in today's fluid marketplace to more detailed coverage of a specific project management tool or function.

## Why a Project Baseline?

How many times have we worked on a project that never seemed to end? Ever been on a project that kept growing in size and complexity, but the bottom line didn't reflect the increased level of effort put forth? Where do most projects run into trouble and what can we do about it?

I hear these questions a lot these days and after a brief discussion my answers invariably lead back to pre-job planning and setting-up a solid Project Baseline.

Setting up a job and "snapping the project baseline" before starting work gets overlooked far too often due to time constraints and defining success based on schedule-driven results. Consequently, "we don't have time to plan; we barely have time to execute and deliver" has evolved into a common line of reasoning.

Without translating the "bid plan" into an "executable construction

## Resources

### Wikipedia

[Project Planning](#)

### Project Management Knowledge

[Baseline](#)

### The Project Management Hut

[The Project Baseline](#)

### Bright Hub

[What is a Baseline Plan?](#)

### Project Management Institute (PMI)

<http://www.pmi.org>

## Future Topics

If you have a topic of interest you'd like to see please submit your suggestion on our website

[Submission Form](#)

plan", we never establish a solid starting point (baseline) to measure progress during construction. Specifically, the baseline scope, schedule, budget, risk plan, and key performance indicators must be set-up prior to starting work. Without these tools it becomes much more difficult, time-consuming, if not impossible to accurately identify variances and measure completion progress, productivity, in-scope versus out-of-scope changes, etc...

As a direct consequence of not "snapping a project baseline" before starting work, we miss opportunities to improve project margins, project status reporting becomes more difficult, financial forecasting becomes questionable, and our ability to control the project is diminished.

In today's fluid marketplace, we are faced with complex financial reporting requirements that require more control, consistency, repeatability, and data precision. The project baseline is your roadmap to success.

Mike Allen  
President

## Troubled Projects?

We would be happy to offer an objective review and suggestions to help improve your project margins and let you sleep better at night. We can be reached at (630) 515-0883 or submit a question on our website [Submission Form](#)

## Project Humor

*To the optimist, the glass is half full. To the pessimist, the glass is half empty. To the project manager, the glass is twice as big as it needs to be.*