



Genius project®

Genius Project embraces IT Governance

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1. Overview

According to the 2006 Gartner Magic Quadrant report, IT managers and CIO's are continuing to place a high priority on delivering projects for business growth that are well aligned with their organization's business strategies. This puts project and portfolio management (PPM) solutions high on their list of business imperatives. Specifically, this white paper focuses on IT Governance and how our Genius Project Solution not only embraces the constructs of IT Governance but actually delivers out-of-the-box features and functions that provide a delivery platform to achieve IT Governance holistically.

1.1 IT Governance - Defined

Let's begin by first defining what IT governance is and that is a structure of relationships and processes to direct and control the enterprise in order to achieve the enterprise's goals by adding value while balancing risk versus return over IT and its processes. In simpler terms, IT Governance is the ability to answer the following three questions:

1. Who makes decisions?
2. Why do they make a particular decision?
3. How do they reach a particular decision?

IT Governance further is about managing investments. Specifically, always validating investment and its alignment with organizational vision, its consistency with organizational principles and contribution to the overall strategic objectives.

1.2 Who has too many resources?

We often ask this question of our prospects and it never fails, there is always either a resounding chuckle or heads nodding around the table. All of us, especially in Information Technology have to do more with less. Resources are scarce and the ability to deploy them effectively represents a difference between success and quite simply, failure. In a mature Business Model, sound resource management is essential. This mature business model must include governance (typically led by the CIO).

Tools such as Genius Project help organizations at all levels from the CIO down have complete visibility into the resource pool (internal resources, external resources – vendors, partners, etc., and physical plant resources). Genius Project delivers visibility across workgroup, geography or the enterprise. Further, it assures visibility across multitude of projects and programs ([see details in section titled Resource Management](#)).

1.3 Deliver, Deliver, Deliver

Delivery is the key to effective governance. Whereas many talk about the organization vision, it is the ability to execute on the vision that creates delivery. After all, ideas that can not be put into practice are just dreams. IT Governance is about delivery.

2. Embracing IT Governance

Organizations who seek a roadmap to IT Governance implementation have a number of frameworks to reference. Most of these frameworks have been developed over the past decade and have found considerable acceptance. One of the most popular IT governance models is the **Control Objectives for Information and Related Technology** (COBIT®). This is the fruit of the collaboration between the Information Systems Audit and Control Association (ISACA) and the IT Governance Institute (ITGI) in the United States which started as early as 1992. Their aim was to develop a standards based framework that companies can use to develop their IT policies.

COBIT is an IT governance framework and supporting toolset that allows managers to bridge the gap between control requirements, technical issues and business risks. According to ITGI, the adoption of COBIT allows companies to better align their IT investments with a business focus and provides an understandable view of IT for the management. In addition, it establishes clear ownership and responsibilities and is generally accepted by third parties and regulators alike. COBIT most recently published version 4.0 is divided into thirty-four IT processes with each further sub-divided into four sections to give companies the granular control to manage and measure the process. The latest version adds some refinements to the model while still focusing on five key points.

Genius Project embraces all five of these key points of IT governance (as defined by ITGI), including:

1. STRATEGIC ALIGNMENT
2. VALUE DELIVERY
3. RESOURCE MANAGEMENT
4. RISK MANAGEMENT
5. PERFORMANCE MEASUREMENT

3. Genius Project – Embracing 5 key points of IT Governance

In today's highly competitive business environment – successful companies are the ones that can get things done better, faster, and cheaper. To accomplish this, you need a system that automates your processes and allows you to focus on the work at hand. Genius Inside provides Project Management Solutions that helps companies to reduce costs while increasing productivity, efficiency and responsiveness in their project management practice.

With our solutions, be sure that more of your projects are completed on time and under budget while exceeding stakeholder expectations.

Today, with more than 300 customers and 40,000 users, Genius Inside is truly a leading Domino project management software provider.

3.1 Strategic Alignment (Projects Portfolio)

Maximize Your Project Organization. Genius Project supports and automates project consolidation as well as project portfolio features. Genius Project Provides High-Level Portfolio Views of the entire project portfolio. Projects may be grouped by business unit, division or department hierarchy. This provides a powerful cross-enterprise view of project status. Genius Project enables you to: Group projects into various portfolios; create business graphs of portfolio information such as status, budget variance and completion time line.

Advanced Consolidation Functions, allows executives to define aggregate views of project information according to their needs. Even if projects are split in multiple databases, consolidation and portfolio functions provide a global and consolidated overview of the project activity.

Project Initiative could be submitted through the portfolio and evaluated using a self-customizable workflow process.

3.2 Value Delivery (Cost and Budget Tracking)

Genius Project puts all elements necessary for costs and budget management of your projects at your disposal. Reporting, management and the ability to take an overview of the discrepancies provide a clear and accurate picture of budget status. Genius Project allows you to calculate and adapt your budget management, regardless of whether your budget is based on annual costs, quarterly costs or on one or multiple cost centers. After assessing your fees and defining your purchases and expenses, Genius Project allows you to establish a preliminary estimate of fees and costs. By readjusting resource costs and personnel used, you are able to carry out 'what if' calculations.

Cost and Rate Management. Genius Project has the ability to maintain multiple rate matrices that establish bill and cost rates for labor, expenses, materials, and others. Further, it can do this in multiple currencies.

Cash flow. Genius Project, intuitive table shows required cash flow for each project period (months or weeks) including labor costs, purchases and expenditures.

Earned Value. Use Earned Value calculations to measure work performance and actual costs against baseline estimates at the end of each actual captured period. Genius software incorporates a number of data elements representing the computation project managers need to track work performance and account for costs and schedule variances. These elements apply generally the accepted Earned Value formulae to cost and schedule information in order to calculate variances and to produce performance measurement indices.

3.3 Resources Management

Maximize the ROI from Your People. Genius Project adds a real resource pool management to your MS-Project desktop. Genius Project Resource module enables organizations to gain optimal results from their most valuable asset—their people. To speed time-to-results, companies must quickly find the right people and form cross-departmental teams to resolve complex problems. A centralized management of resources simplifies project administration. The management of project team members allows you to automatically ensure the consistency of information for those people both actually and potentially involved, across a range of projects. Project managers can easily perform searches for appropriate resources and assign tasks accordingly.

Availability Management & Capacity Planning. Simple and graphical views are used to identify assignments and resources' 'free' time; information is also available to show skills or a particular competency. Capacity planning achieving an equitable balance between resource capacity and project demand is a significant issue in today's business environment, as companies try to achieve the highest return on investment from their project portfolios. Many companies face the challenge of meeting project requirements without staffing overload or under-utilization. Having a solution to plan and manage resource capacity and balance it against work demand is a required component of any project and resource management strategy.

The Resources Database displays the information in a variety of ways, allowing Resources to be categorized by their various skills, the departments they work in, the roles they undertake, etc. Resources only need to be created once, and can relate directly to the roles that they will undertake in a project. When a new project is started, it is simply a matter of selecting the people required for that project and assigning the project to them.

Advanced Resource Search Functions. Genius Project provides the tools to enhance your staffing processes. Do a quick and simple resource search or a power skills and availability search, and then drill down to specific information about each person, including skills and individual calendars. You have instant visibility into the resource pool, making it easy to find available, qualified people across an entire global organization.

3.4 Risk Management

Risk Management process is fundamental to the successful delivery of a project. The Risk Management process ensures that each risk identified within the project environment is documented, prioritized and mitigated wherever possible. For the purpose of the project, Risks are defined as “any event which is likely to adversely affect the ability of the project to produce the required deliverables”.

Raising Risks. This process allows for any member of the project team to raise a project-related risk. The following procedures are undertaken:

- Risk Originator identifies a risk applicable to a particular aspect of the project (e.g. scope, deliverables, timescales, and organization).
- Risk Originator completes a Risk Form and distributes the form to the Project Manager.

Registering Risks. This process enables the Project Manager to review all raised risks and determine whether or not each risk is applicable to the project. If the risk is considered by the Project Manager to be 'appropriate to

the project', then a formal risk is raised in the Project Risk Register and a risk number assigned. The Project Manager will furthermore assign the risk 'impact' and 'likelihood' based upon the details provided in the Risk Form.

Assigning Risk Actions. This process involves the formal review of the Risk Register, by the Project Review Group. The Project Review Group will review each risk in turn (based upon the risk 'impact' and 'likelihood').

Implementing Risk Actions. This process involves the implementation of all actions assigned by the Project Review Group.

Defining Roles to Manage and Follow Risks. You can define the roles and responsibilities for all resources involved (both within and external to the project) with the identification, review and mitigation of risks within the project.

Risks Summary View. Risk Manager incorporates a graphical overview indicating the current rating of all risks concerning a project. By clicking on the number of the risk indicator in one of the cells, a window opens containing the list of corresponding risks, in order to access them.

3.5 Performance Measurement

Key Performance Indicators and Project scores. This is the right tool to optimize organizational performance by managing Project Benefits. This extended Portfolio allows you to define project priority, using business value, probability of success, ROI. Define the organization KPI (Key Performance Indicators), define project weight and other indicators, and prioritize projects and project initiatives according to KPI, business value, risk, and ROI, link projects to objectives, monitor project benefits. The extended portfolio provides a simple and intuitive user interface, including predefined charts, as well as a bubble chart, to define, analyze and follow-up your project portfolio.

The Portfolio Dashboard. Bringing together the critical elements of portfolio monitoring, Issue, Schedule, Milestone and Risk metrics, along with grouping and drill-downs through the organizational hierarchy. Executives can quickly identify trouble areas, and drill for more details. At the individual project level, each red-yellow-green stoplight links to additional information specific to the selected metric.

4. Conclusion

Genius Inside believes that the ability to direct and control the enterprise in order to achieve the enterprise's goals while balancing risk versus return is paramount to any IT Governance plan. Further, enterprises must make certain that IT and business alignment is achieved via a systematic, comprehensive governance process. The use of automation to reduce costs, improve visibility, and reduce if not eliminate ineffective processes within the technology portfolio is a pivotal component to success.

ⁱ COBIT is a registered trademark of Information Systems Audit and Control Association (ISACA) 3701 Algonquin Road, Suite 1010, Rolling Meadows, Illinois 60008 USA <http://www.isaca.org>