



**“Even If You Are On The Right Track, You’ll Get Run Over If You Just Sit There”
-- Will Rogers**

In this day of modern technology, more and more projects are being completed with virtual teams. Learn more about them here!

It's Your Business - a newsletter from Integrated Process Developers, Inc.

March, 2009

The world has changed. No longer are team members all in the same location. Today, you could easily be working with people you have never met but rely upon to complete your projects.

This newsletter is dedicated to helping you understand and work in a "virtual world." Learn how you can take advantage of virtual teams to help your project succeed!

Training Today – Increased Productivity Tomorrow SM

Virtual Teams - What You Need To Know

The following information comes from the online "Free Management Library" at <http://managementhelp.org>

Definition

A Virtual Team - also known as a Geographically Dispersed Team (GDT) - is a group of individuals who work across time, space, and organizational boundaries with links strengthened by webs of communication technology. They have complementary skills and are committed to a common purpose, have interdependent performance goals, and share an approach to work for which they hold themselves mutually accountable. Geographically dispersed teams allow organizations to hire and retain the best people regardless of location. A virtual team does not always mean teleworkers. Teleworkers are defined as individuals who work from home. Many virtual teams in today's organizations consist of employees both working at home and small groups in the office but in different geographic locations.

Why Virtual Teams?

- Best employees may be located anywhere in the world.
- Workers demand personal flexibility.
- Workers demand increasing technological sophistication.
- A flexible organization is more competitive and responsive to the marketplace.
- Workers tend to be more productive - less commuting and travel time.
- The increasing globalization of trade and corporate activity.
- The global workday is 24 vs. 8 hours.
- The emergence of environments which require inter-organizational cooperation as well as competition.
- Changes in workers' expectations of organizational participation.
- A continued shift from production to service/knowledge work

Helpful Tips

Get Your Boss to Say Yes to Telecommuting.

Robert Half International

As employees and businesses increasingly recognize the benefits of telecommuting, the number of professionals working remotely has grown dramatically.

By many indications, the practice seems here to stay.

A recent report by technology research firm Gartner Inc. revealed the number of employees worldwide who work from home at least one day a month reached 82.5 million by the end of 2005, double the figure from 2000.

Gartner predicts this number will grow to more than 100 million by 2008 as technology continues to advance at a steady clip.

[Click here for the rest of the article...](#)

Project Management Humor

12 Amusing Excuses for Being Late to Work

Here are 12 of the most outrageous excuses employees have heard for being late to work

environments.

- Increasing horizontal organization structures characterized by structurally and geographically distributed human resources.

Critical Success Factors of Virtual Teams:

- The existence of availability standards.
- Ample resources to buy and support state-of-the-art reliable communication and collaboration tools for all team members.
- The existence of corporate memory systems such as lessons learned databases.
- The existence of written goals, objectives, project specifications, and performance metrics; results orientation.
- Managers and team members with a better-than-average ability to estimate accurately.
- A lower-than-normal ration of pushed to pulled information.
- Team communication is prioritized by the sender.
- Human resource policies, reward/recognition systems as well as career development systems address the unique needs of virtual workers.
- Good access to technical training and information on how to work across cultures.
- Training methods accommodate continual and just-in-time learning.
- There are standard and agreed on technical and "soft" team processes.
- A "high trust" culture; teamwork and collaboration are the norm.
- Leaders set high performance expectations; model behaviors such as working across boundaries and using technology effectively.
- Team leaders and members exhibit competence in working in virtual environments.

To learn more how IPDI can assist you to complete successfully your projects in a virtual, or "real," world, feel free to contact us at 734.207.5470 or e-mail us at ipdi@processdevelopers.com

IPDI's Public Course Offerings

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Note: Dates subject to change without notification

Time Is Running Out!

The Project Management Professional (PMP) exam is changing in less than 2 1/2 months.

That is not a lot of time to complete your PMP Prep course, register for the exam and complete the exam by the end of June.

#12: I had to go to bingo.

[Click here](#) to read the rest of the quotes as well as other project management humor.

New Course Offering

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Thank you for your interest in our consulting and training services. We are looking forward to hearing from you today to discuss how IPDI can make your company and projects more efficient and effective.

Sincerely,

Douglas B. Boebinger, PMP
Integrated Process Developers Inc.

Integrated Process Developers, Inc. (IPDI)
Your Company's Process Improvement and Project Management
Consulting & Training Provider

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