Top 10 Benefits

of Microsoft® Office Enterprise Project Management Solution

Microsoft®
Office Project
Enterprise Project
Management Solution

The Microsoft® Office Enterprise Project Management (EPM) Solution enables organizations to more effectively manage and coordinate work from ad-hoc projects to complex programs across the entire project lifecycle from strategic portfolio decisions to tactical operations. Here are the top 10 ways the EPM Solution can help you intelligently manage your organization's work.

1 **Align resources to strategy.**
To achieve your strategic objectives, the EPM Solution helps you identify, prioritize, and invest in projects and programs with Budget Tracking. It provides improved capabilities to allocate human resources and to manage projects and programs in line with strategic objectives. Then, by routinely evaluating and adjusting your portfolio of projects and alignment of resources, you can optimize your investment productivity.

2 **Enhance your business intelligence.**
The EPM Solution helps you monitor performance, visualize trends, manage risks, and identify investment gaps. Use Reporting Data Services to share information through common business reporting tools such as Microsoft Office Excel® and a variety of business scorecards. The pre-built cube that is part of the EPM Solution is extensible, and it provides a data link for building scorecards and dashboards to facilitate informed decisions about existing projects, tradeoffs, and new opportunities.

3 **Collaborate and coordinate easily.**
Ensuring teams share common goals and work together effectively becomes more vital as organizations become more geographically and culturally diverse. Both Web clients and familiar Microsoft Office applications enable access to timely, business-critical project information in the EPM Solution, so teams can share knowledge, collaborate smoothly to complete tasks and deliverables, and adjust activities quickly to accommodate project changes and updates.

4 **Manage resources effectively.**
Many organizations struggle to deploy resources effectively, leading to higher costs and project delays. The EPM Solution helps you accurately assess needs to effectively deploy resources today and create future plans for your organization—so you have the right people on your high-priority projects for optimal delivery. You can track availability, utilization, and work progress through time sheets.

5 **Manage the entire project lifecycle.**
Propose and initiate projects in the Web client. As these proposals gain approval or grow into more strategically important initiatives, you can "promote" them to projects on the centralized Microsoft Office Project Server 2007 for tracking of budgets and resources that might otherwise have been under the radar. Upon project completion, you can track remaining operations work as activity plans on the Web. You can get a comprehensive view of your organization's entire portfolio of work at all stages for better decision-making.

6 **Manage the simple and the complex.**
For simple work, you can use the project task list in Microsoft Windows® SharePoint® Services technology or the activity plans in Microsoft Office Project Web Access. These can migrate to full projects. With programs, you can easily manage complex work that includes multiple sub-projects and their inter-dependencies in a coordinated fashion. You can also manage portfolios of projects and programs.

7 **Promote continuous improvement.**
Organizations are increasingly standardizing their processes to improve operational efficiencies and more effectively manage project complexity. The EPM Solution enables you to implement repeatable processes as templates, refine them based on your best practices, and capture these improved processes within a custom Project Guide. You can develop and apply automated workflows, which can result in lowered costs, faster cycle times, and increased quality.

8 **Hire strategically.**
Without understanding long-term workloads and capacity, companies can experience inefficient hire-fire cycles, resulting in higher overhead, lost knowledge, and poor employee morale. By providing visibility into overall work commitments and resource capabilities, the EPM Solution helps you create resource plans to align your strategic recruiting and outsourcing with your long-term business objectives.

9 **Get more from existing technology investments.**
The EPM Solution is built on Microsoft Windows Server®, Microsoft SQL Server™, and Windows SharePoint Services technology, so you can get the most out of your organization's skills in these Microsoft technologies. The EPM Solution also includes pre-built integration with the Microsoft Office system, enterprise resource planning (ERP) applications, and the Microsoft collaboration platform. The well defined Office Project Server application programming interface (API), Eventing Model, and other tools make this a flexible and extensible platform to manage your work.

10 **Drive real return on investment.**
By helping enable increased employee productivity, faster cycle times, reduced costs, and improved time management, the EPM Solution can provide a positive and sustainable return on your investment.

Top 10 Benefits
of Microsoft® Office Project Portfolio Server 2007

Microsoft® Office Project Portfolio Server

Microsoft® Office Project Portfolio Server 2007 is a top-down portfolio management solution that helps your organization realize its potential by identifying, selecting, and delivering portfolios that best align with your business strategy. Here are the top 10 ways Office Project Portfolio Server 2007 can help you gain visibility, insight, and control across your project, program, and application portfolios.

1   **Automate and enforce governance processes.**
Define multiple workflows to subject each project to the appropriate governance controls throughout its life cycle—from proposal to post-implementation.

2   **Employ best practice methods.**
Use out-of-the-box templates—such as a business driver library or risk assessments—and embedded best practice methodologies to more effectively manage project, program, and application portfolios across the organization.

3   **Capture all investments within a central repository.**
Consolidate business and information technology (IT) investments within an enterprise repository to improve visibility, insight, and control. Flexible configuration forms help administrators quickly build and publish templates, standardizing and streamlining the collection of data for all portfolios.

4   **Objectively prioritize business strategy.**
Employ proven techniques to define and prioritize your organization's business strategy for the upcoming planning period.

5   **Effectively prioritize and evaluate competing investments.**
Utilize best practice techniques to automatically derive prioritization scores—such as strategic value, financial value, and risk—and develop investment maps to effectively evaluate the competing investments from multiple dimensions.

6   **Optimize budget and align selected investments with the business strategy.**
Run optimization what-if scenarios to identify tradeoffs and select the optimal portfolio under varying budgetary and business constraints that best aligns with your organization's business strategy.

7   **Reach the Efficient Frontier.**
Take advantage of advanced portfolio analytical techniques—for example, insight analysis—to identify and help break the constraints prohibiting the portfolio from reaching the Efficient Frontier.

8   **Measure and track portfolio performance.**
Monitor the performance of each investment to help ensure you realize the forecasted benefits. Reoptimize the portfolio in accordance with your governance process to help maintain continuous alignment with your organization's business strategy.

9   **Benefit from tight integration with Microsoft Office Project Server 2007.**
Quickly deploy world-class portfolio analytical techniques that are tightly integrated with Office Project Portfolio Server 2007, providing your organization an end-to-end project portfolio management solution.

10   **Consolidate and analyze projects across federated Microsoft Office Project Servers.**
Link federated Office Project Servers to Office Project Portfolio Server 2007 to consolidate all projects within an enterprise repository, helping you to quickly gain visibility, insight, and control across all project portfolios.

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