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# About Advisicon

Advisicon is a professional project and portfolio management consulting, training, and custom application development company. We help our clients leverage the best practices of project management methods and technologies to manage projects more effectively.

Advisicon is a Registered Education Provider (REP) of the Project Management Institute (PMI), giving clients the confidence that they have chosen an organization that is well qualified to provide the instruction they need as well as the convenience of receiving Professional Development Units (PDUs).

Advisicon is a Microsoft® Gold Certified Partner in Project and Portfolio Management, Silver Certified in Collaboration and Content, Silver Certified in Learning, and multiple other advanced certifications. Advisicon helps organizations use Microsoft Project, Microsoft Project Server and SharePoint Services to manage their projects more effectively through optimization, training in best practices, and process and template development. Advisicon’s consultants deliver deep expertise to our clients to help them use Project more effectively to deliver sustained results.

## Our People

Advisicon’s team of professionals includes Project Management Institute certified Project Management Professionals (PMPs), Microsoft Certified Professionals with specializations in Enterprise Project Management, Networking and Infrastructure Solutions, and Microsoft MVPs.

## Our Philosophy

Advisicon is about delivering: Optimization, Knowledge Transfer and Sustained Results.

## Our Services

* Microsoft Project and Project Server deployments, consulting and training
* SharePoint deployment, custom WebPart development, and training
* Microsoft Access & SharePoint application development, consulting and training
* Project management office formation and development
* Project and portfolio management consulting and training
* Project management maturity assessments
* On-site project management support
* Custom application and database development

## Our Team

* Project Management Institute-certified PMPs
* Microsoft® Certified Professionals (specializations in Enterprise Project Management, Networking and Infrastructure Solutions)

Advisicon serves clients in every type of industry including business, government, and non-profit. Our services span international companies in North, Central and South America as well as Europe and Asia Pacific.

Visit Advisicon’s website to read case studies about how Advisicon has helped clients, or to learn more about our services and products. Contact Advisicon at 1-866-36-ADVIS or visit us at www.Advisicon.com.

# About the Authors

## Tim Runcie, MCTS, MCP, PMP, MVP, Advisicon President

Tim Runcie, the President of Advisicon, has over 25 years of experience in Information Systems and 15 years in Construction Management. Tim has been recognized by Microsoft as an MVP (Most Valuable Professional) for his outstanding excellence in Office and for his support to technical communities worldwide. He was first recognized as an Access MVP and has continued to gain recognition as a Project Portfolio Manager (PPM) in Enterprise Project, Program and Portfolio Management MVP for his expertise in MS Project, Project Server & SharePoint. This award has to be renewed annually and is extremely competitive. Tim has held this for over 10 years.

Tim has been assisting Project Management Offices and Organizations (PMO’s) in leveraging technology like Office Applications, Project, Project Server & SharePoint to meet their business Intelligence and reporting needs. His experience covers all sectors of customer industries such as High Tech, Government, Non-Profit, Private Business, Manufacturing, Construction, Banking, Healthcare and the Information Services or Information Technology industries.

He has focused in consulting, mentoring and training organizations to successfully complete their projects using scarce re-sources, fixed budgets and interconnected schedules, while leveraging technologies to automate and create powerful visual reports. Tim combines industry best practices, a passion for knowledge transfer, and tools development to optimize Project and Project Portfolio Management processes and to successfully integrate Project Management best practices into organizations’ culture.

Tim loves teaching. When not leading or mentoring organizations, he is teaching classes centered on the disciplines and technologies of Project Management. To every project he brings a personal passion for education and a commitment to providing Advisicon’s customers with a full set of skills and tools to achieve optimum success.

## Cindy M. Lewis, MOS, MCTS, MS, MCT, PMP, PMI-SP, MVP

Cindy is the Director of Knowledge Management at Advisicon, Inc. She brings over 20 years of experience in scheduling, training and managing large projects. As a professional project manager, Cindy has focused her career on Information Technology projects specializing in company-wide system implementations spanning industries such as architecture, financial, manufacturing, medical, education and high tech. Cindy has in-depth expertise in lifecycle management, organizational project/portfolio process development and management, and customized curriculum development and execution.

Cindy has been a sought-after consultant called on to help numerous companies both locally and across North America to deploy, assist and, if needed, rescue failed Project Server implementations in versions 2002, 2003, 2007, 2010, 2013, and Project Online. In Project Server Cindy has captured complex business requirements and delivered a best in case solution recommending features that derive value for the business and provided consultative training to apply these features immediately. She has deployed Project Server, deployed Proof-of-Concept instances and has directed Project Server upgrades. Her vast experience includes working with both on-site and cloud based (hosted) solutions.

Her passion is training and leading large groups via both live and virtual classrooms. Courses are delivered several times a month onsite at customer training facilities.

Cindy received the Most Valuable Professional (MVP) award in Project by Microsoft in 2012 and 2013. With an estimate of less than 60 people receiving this designation for Project out of the thousands of MVPs awarded worldwide, this is a great testament to her dedication to the scheduling community. She is the second person at Advisicon to receive this award following Tim Runcie. If you haven’t seen Cindy, watch for her at the next Microsoft or PMI conference or event. Some of her past duties at these events included giving presentations, staffing hands-on labs, working Project kiosks and booths, demoing software, and working at Ask the Experts’ events.

## Ellen Lehnert, PMP, MVP, MCT, MCP

Ellen is a Consultant/Trainer/Implementator for Project/ Project Server. With over 20 years of corporate training and consulting experience, Ellen has taught Project over 400 times. In addition to co-authoring this publication she is the author of “Managing Projects using MS Project 2010 desktop” courseware, a contributor and tech editor for many reference books, is a developer for the Project 2010 & 2013 certification tests, writes a column for the Microsoft Project User Group (MPUG) newsletter, is a board member Chicago MPUG, and is a frequent meeting speaker. She is the owner of LehnertCS, LLC consulting/training company, www.lehnertcs.com and can be reached at ellen@lehnertcs.com.

# Comments & Feedback

We are interested in your feedback about this publication. It is our goal to continually improve our books and resources and to enhance your learning experience. Please email us at info@Advisicon.com, and let us know your thoughts.

We look forward to hearing from you. Happy learning!