



Want to kick start your projects into life in the New Year? By reading this newsletter, you'll find out how to rally your team and give your project that boost needed to finish on time.

Kick starting your projects...

Welcome to 2008. As a Project Manager, the New Year is a challenging time for your project. You have staff away on leave, you may have deliverables from last year that you need to catch up on and the clock is already ticking. So how do you catch up and then give your project the edge you need to get ahead? Here are 5 tips for doing just this...

Tip 1: Playing Catch up

Projects are always ahead in some areas and behind in others. When starting the New Year, make a list of all of the areas that you're behind in. Then prioritize the list and calculate the amount of effort needed to complete them. Are there any tasks that can be completed by others outside your team? If there are non-critical tasks that you can outsource, then now is the time to consider it. Use whatever resources you can find to complete these tasks as soon as possible. This will allow you to start the new year with a clean slate and a fresh mind, which is critical to motivating your team.

Tip 2: Re-planning

Once you've caught up as many tasks from the prior year as possible, revisit your Project Plan. Update every task in the plan and recreate your project schedule for 2008. You need to make your team feel like they're getting a fresh start, without dragging stresses from the prior year into the New Year. This will boost motivation and enthusiasm for completing the revitalized plan.

Tip 3: The Road Ahead

Now that you have a crystal clear plan for 2008, you're ready to get the team behind it. Wait until everyone is back from leave, and then take them out for lunch. Walk them through this year's challenges and the timeframes in which they must be achieved. Try not to talk about last year. Instead, focus on the road ahead and gather their support. If possible, ask a customer to come along, to impress on your staff what it is that they need to deliver. Tell them you're proud of them and

Happy New Year

"On behalf of the Method123 team, I would like to personally welcome you to 2008.

This year, you will be able to manage projects easier than before, with the release of several new products by [Method123](#).

In February, you will be able to download a complete set of Project Examples and "How To Guides" from the Method123 website.

Then in March, you can download the new Method123 Project Life Cycle product suite.

In April and May we'll release the next major version of [MPMM](#) including the new *Template Manager* and *Process Manager*.

And coming in mid 2008, is the exciting new software suite that so many of you have contributed to help build. This suite will help you start, plan and manage projects faster than ever.

what they're capable of achieving.

Tip 4: Individualization

The trick now is to make each person feel like they are a critical cog in the wheel. Meet them individually, reward their successes and recognize achievement whenever you see it.

Tip 5: Quick wins

A winning team like to know they are winning right from the start. Focus on delivering a couple of critical tasks early, then shout about the success. Then get more quick wins under your belt and shout again. This creates the feeling of achievement and it creates momentum in the team. Sure, the project may not be finished until you've crossed the finishing line, but half the fun should be in getting there.

By taking these 5 tips, you can kick start your projects in the New Year and boost motivation levels to an all time high...

Work smarter by purchasing the [Project Management Kit](#) of templates. They will save you time and make life easier!

With digital dashboards, 3D graphics and intelligent reporting, this software suite will take the market by storm.

So watch this space, to learn more about the coolest project management toolset on the planet!"

Kind regards

**Jason Westland,
CEO, Method123**

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