CA Clarity™ PPM

Accelerator for the PMBOK® Release Notes

Service Pack 02.0.01

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- Information about user communities and forums
- Product and documentation downloads
- CA Support policies and guidelines
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Chapter 1: Welcome to PMBOK Guide Accelerator

Welcome to the *CA Clarity PPM Accelerator for the PMBOK® Guide* add-in (PMBOK Guide Accelerator) release notes. This add-in is based on CA Clarity PPM. This document can help you get started with this add-in.

The PMBOK Guide Accelerator provides project managers faster configuration of CA Clarity PPM when using best practices from *A Guide to the Project Management Body of Knowledge (PMBOK® Guide).*

Chapter 2: What's New in this Release

The following new features are available with this version:

- New add-in installation process.
  - If you previously used Studio to configure PMBOK Accelerator views, filters, or portlets, these configurations remain as-is and are not overwritten by new or changed content during installation. You can decide whether to make manual changes to your existing configurations or to apply the new content.

    See the product guide for detailed information on how to apply the changes installed by this add-in.
- Updated reports to support CABI 3.2 and the new security model.

Chapter 3: Features and Enhancements

The following features are available as of this version:

Document Templates from the PMI® Compendium

The PMBOK Guide Accelerator includes nine documents based on document templates from *The PMI® Compendium of Project Management Practices*. Project teams can create an unlimited number of each document per project to meet their needs.

The following documents are provided:

- Product Description
- Project Charter
- Project Scope Statement
- Scope Management Plan
- Quality Management Plan
- Risk Identification - SWOT Analysis
- Project Report
- Lessons Learned
- Project Closure

Document Review and Approval Processes

After preparing the documents, project managers can submit six of the nine documents for review. When submitted, the documents are locked from updates, and members who have been specified as the project review team are notified that their review or approval is required. The document statuses are then updated based on the review team's actions. Documents remain locked from updates unless the review team rejects them.

The following document review and approval process are included:

- Change Request Review
- Lessons Learned Review
- Project Closure Review
- Project Report Review
- Project Scope Statement Review
- Product Description Approval
- Project Charter Approval

Project Plan Update

Project managers can send emails to update the change control board members that they have made changes to the project plan.

Project Dashboard

The PMBOK Guide Accelerator includes a project dashboard with the following portlets:

- Project Status. This portlet provides project status information.
- PMO Dashboard. This portlet provides a link to the PMO dashboard for customers who install the PMO Accelerator add-in.
- Project By Variance and Performance. This portlet provides task-level performance summaries.
- Project Checklist. This portlet provides a status view of tasks selected as project checklist items. The default configuration shows the 38 tasks listed on the PMI Compendium's project planning checklist.
- Project Document Review Status. This portlet provides project team members a place to check review and approval status of key documents, to quickly access them, and to follow up with pending reviewers.

Business Object Reports

The PMBOK Guide Accelerator includes two reports formatted for distribution in project status meetings. The Project Report shows historical project reports, including historical views of project KPIs at the time of report submission. The Project Status Snapshot shows an up-to-date view of key project information and performance data pulled from key documents and the project activities.

Management Views

The PMBOK Guide Accelerator includes four management views. Stakeholders and project managers can monitor key information across projects. The management view pages provide summary information for selected project artifacts, and easy drilldown to source documents for more details.

The following management views are included:

- Project Charters
- Project Reports
- Lessons Learned
- Risks, Issues, and Change Requests

Executive Dashboard

Stakeholders and project managers can review key information across their projects using the three portlets on this dashboard: Project Status, Project Variance and Performance, and Projects by Phases.

Access Groups

The PMBOK Guide Accelerator includes access groups representing specific project roles. Each access group is associated with a set of access rights to secure and restrict access to specific CA Clarity PPM features and data, including pages, portlets, and fields.

Project Templates

The PMBOK Guide Accelerator includes two project templates. Projects that you create based on one of these templates can use features included in this add-in. The PMBOK® Guide Project Planning Checklist Template project template comes with 38 tasks that map to the tasks listed on the PMI Compendium's project planning checklist.

Chapter 4: Certified and Supported Versions

For information about add-in version compatibility with CA Clarity PPM, see the *Change Impact and Upgrade Guide*.

Chapter 5: Localization

The user interface is available in the following supported languages:

- Brazilian Portuguese
- Czech
- Danish
- Dutch
- English
- Finnish
- French
- German
- Italian
- Japanese
- Spanish
- Swedish

The most recent editions of localized documentation are available online from the Documentation link on CA Support.

Chapter 6: Documentation

The *CA Clarity PPM Accelerator for the PMBOK Guide Product Guide* contains product overview, installation instructions, and download instructions. It includes detailed processes and procedures on how to use the add-in.

The most recent versions of the guide and release notes are available from the Documentation page on CA Support. Visit this web site periodically for the latest editions of the documentation.

Chapter 7: Additional Resources

Known Issues

For information on known issues, visit CA Support Online and search the keyword: *pmo3open*. Any related articles and known issues are displayed.

Contacting Technical Support

For online technical assistance and a complete list of locations, primary service hours, and telephone numbers, contact CA Support.

Web address:

http://www.support.ca.com

Telephone numbers:

North America: 1 888 550 6458

Europe: 44 08459 888788

Asia Pacific: 61 3 9821 3000

Chapter 8: CA Technologies Product References

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The CA Clarity PPM Accelerator for the PMBOK Guide includes the publication of the following documents, which are based on document templates from *The PMI Compendium of Project Management Practices*:

- Product Description
- Project Charter
- Project Scope Statement
- Scope Management Plan
- Quality Management Plan
- Risk Identification - SWOT Analysis
- Project Report
- Lessons Learned
- Project Closure
- Project Checklist