

## Course Fee

	Enrol on/ before 5 October 2005	Enrol after 5 October 2005
Normal Course Fee:	[A] HK\$9,300	[C] HK\$9,800
Members / Staff of supporting organisations:	[B] HK\$8,900	[D] HK\$9,300

(Course fee includes course documentation and reference fee)

The reference **CMMI®: Guidelines for Process Integration and Product Improvement** will be provided.

## Registration

To enrol, please complete the enrolment form below and send it together with the appropriate fee to:

3/F., Productivity Training Institute, Hong Kong Productivity Council,  
HKPC Building, 78 Tat Chee Avenue, Kowloon, Hong Kong.

Attention: Miss Fannie Kwok (ICT & Logistics Unit)

[Cheques should be crossed & made payable to the "Hong Kong Productivity Council"]

For further information & on-line enrolment, please visit [www.hktrainingonline.com](http://www.hktrainingonline.com)



## Enrolment Form

(\*Please delete whichever inappropriate)

1. Course / Seminar **Introduction to Capability Maturity Model Integration (CMMI®) Version 1.1 – Staged and Continuous Representations**

Course Code 40033899 Fee \_\_\_\_\_ Duration \_\_\_\_\_

2. Name (Mr/Mrs/Ms\*)

Mobile/Pager \_\_\_\_\_ E-mail Address \_\_\_\_\_

3. Organisation \_\_\_\_\_ Position \_\_\_\_\_

Mailing Address \_\_\_\_\_

Tel. (Day) \_\_\_\_\_ (Night) \_\_\_\_\_ Fax \_\_\_\_\_

4. Payment Method: Enclosed is my cheque of HK\$\_\_\_\_\_. Cheque No. \_\_\_\_\_ (The cheque has to be crossed and made payable to the "Hong Kong Productivity Council"). **\*\* For cheque payment, please send the cheque for the appropriate fee with this completed form to ICT & Logistics Unit, Productivity Training Institute, 3/F., Hong Kong Productivity Council, HKPC Building, 78 Tat Chee Avenue, Kowloon. For reservation only, please fax this completed form to (852) 27886260.**

Signature \_\_\_\_\_ Date \_\_\_\_\_

### IMPORTANT:

1. Course fee must accompany this form (or its photocopy), otherwise enrolment may be rejected.
2. HKPC has adopted a Personal Data (Privacy) Policy. Information about the policy is available at HKPC enrolment counters for collection. You may also contact our Personal Data Controlling Officer for further details.
3. Applicants are encouraged to pay by credit cards, EPS or cheques, if possible. Amount received will be imprinted. Cheques are subject to bank clearance.
4. Enrolment fee is **not refundable** unless HKPC is notified in writing of your withdrawal **at least 5 working days** before the course commences. A handling charge of HK\$200 will also be levied.
5. An applicant may, subject to approval from HKPC, nominate a person to attend the course on his/her behalf.
6. HKPC reserves the right to change the contents, venue and / or time as necessary.
7. Classes in the morning, afternoon or evening will be cancelled if typhoon signal No. 8 or above OR black rainstorm warning is still hoisted after (or is announced by the Hong Kong Observatory to be hoisted at/after) 6:00 a.m., 11:00 a.m. and 4:00 p.m. respectively. Participants will be notified when the class will be made up as soon as possible.

If you do not wish to receive such message from us, please call Ms. Lo at 2788-6266 or Ms. Ng at 2788-6262, so that we can stop sending you our message in future.



## Training Series

# Introduction to Capability Maturity Model Integration (CMMI®) Version 1.1 Staged and Continuous Representations [A 3-day SEI Licensed Course]

### Course Overview

Capability Maturity Model® Integration (CMMI®) models are tools that help organisations improve their ability to develop and maintain quality products and services. CMMI® models are an integration of best practices from proven discipline - specific process improvement models, including the CMM® for Software, EIA 731, and the Integrated Product Development CMM®.

This three-day course introduces systems and software engineering managers and practitioners, appraisal team members, and engineering process group (e.g., SEPG, EPG) members to CMMI® fundamental concepts.

### Course Objectives

- ◆ Describes the fundamentals of model-based process improvement
- ◆ Illustrates the benefits of process improvement
- ◆ Introduces CMMI® model content

### Who Should Attend

The course is designed for:

- ◆ Product developers and process implementers
- ◆ Anyone interested in learning about CMMI®

**This course is a prerequisite for Appraisal Team Member (ATM) selection in a Standard CMMI® – Appraisal Method for Process Improvement (SCAMPI<sup>SM</sup>) Appraisal.**

Date: **26 - 28 October 2005 (Wednesday - Friday)**

Time: **9:00am – 6:30pm**

**(\*\* Participants are required to do take-home assignments on Day 1 & 2)**

Venue: **1/F., HKPC Building, 78 Tat Chee Avenue, Kowloon.**

Language: **English**

CMMI® is registered in the U.S. Patent and Trademark Office by Carnegie Mellon University.

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Supported By



Please circulate this pamphlet to those who are interested



Hong Kong Productivity Council, HKPC Building, 78 Tat Chee Avenue, Kowloon, Hong Kong Website: [www.hktrainingonline.com](http://www.hktrainingonline.com)

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## Course Contents

### Topics:

- ♦ *Introduction*
- ♦ *Model-based process improvement*
- ♦ *Overview of CMMI<sup>®</sup> components*
- ♦ *Institutionalisation*
- ♦ *Process areas of CMMI<sup>®</sup> models*
- ♦ *Structure of the continuous and staged representations*
- ♦ *Next steps*

### Course Description:

- ♦ This is the SEI Official three-day course introducing systems and software engineering managers and practitioners, appraisal team members, and engineering process group (e.g., SEPG, EPG) members to CMMI<sup>®</sup> fundamental concepts.
- ♦ This course is an upgrade to the previous Introduction to CMMI<sup>®</sup>, Staged Representation and Continuous Representation courses, incorporating concepts from both.
- ♦ This course also includes improvements to slides, exercises, and other course materials identified in other change requests submitted by the community.
- ♦ This course is composed of lectures and class exercises with ample opportunity for participant questions and discussions.
- ♦ After attending this course, participants will be able to describe the components of CMMI<sup>®</sup> models and their relationships, discuss the process areas in CMMI<sup>®</sup> models, and be able to locate relevant information in the model.
- ♦ This course fulfills a prerequisite requirement for any course requiring an official SEI Introductory CMMI<sup>®</sup> course.

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### Prerequisites

There are no prerequisites for this course.

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### Award of Certificate

This course is a prerequisite for **SEI authorisation and participation** in SEI approved activities related to CMMI<sup>®</sup> and as an ATM in SCAMPI<sup>SM</sup> Appraisals.

**Participants who have attended all sessions of the course and participated satisfactorily in the class discussions and exercises will be awarded a Certificate of Completion from SEI.**

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### Speaker: Rita Leung, VP Asia Business Development, ISD Asia

**BSc., MSc., MBA, Six Sigma Black Belt, SCAMPI Lead Candidate,  
SEI Authorised Instructor for SW-CMM and CMMI**

Ms. Leung has over 25 years of experience in the IT industry of which over 10 years is in Process Improvement. She led the first organisation in Hong Kong to achieve SEI level 3 in 1994. She is a SEI authorised SW-CMM<sup>®</sup> and CMMI<sup>®</sup> instructor and a candidate SCAMPI<sup>SM</sup> Lead Appraiser. She participated in many assessments and led SEI CMM<sup>®</sup>/CMMI<sup>®</sup> appraisals in and outside of Hong Kong. Ms. Leung is also a certified Six Sigma Black Belt. Her work on process improvement includes managing internal improvement programs including the development of processes for the regional offices of multi-national corporations.

Ms. Leung received her education in England and the US, with a BSc First Class honours from Queen Mary College, an MSc from London School of Economics, and an MBA from the University of Rhode Island. She worked in England, the Middle East and the United States before returning to Hong Kong. While she has been in Hong Kong, her work includes long-term project assignments in Singapore, Japan, Canada and India. She has experience in Consulting, Finance and Banking; her expertise is in the areas of Program and Project Management, Software Development, System Implementation, Maintenance Support and Process Improvement. She is a committee member of the HK SPIN and speaker in the AP-SEPG Conference in 2000, 2003 and 2004.

### About Integrated System Diagnostics, Inc.

Integrated System Diagnostics, Inc. (ISD) was founded in April 1994 for the purpose of commercialising SEI Process Improvement products and services, such as CMM<sup>®</sup> training, Software Capability Evaluations (SCE) training, CMM<sup>®</sup>-Based Appraisal for Internal Process Improvement (CBA IPI) and SCE appraisals, Process Definition and so on.

ISD is a premier, high value supplier of model-based process improvement training, consulting, appraisal services and tools. ISD personnel are recognised experts in all aspects of process appraisal and process improvement technology. Mr. Joseph F. Morin, Principal and CEO, was a senior technical staff member of SEI prior to the founding of ISD. He is a member of the SEI's Appraisal Method Integration Team (AMIT). Mr. Paul Byrnes, Principal and Chief Technical Officer, was formerly the SEI's Project Manager for the CMM<sup>®</sup>-Based Appraisal (CBA) Project and is the principal author of all published versions of the SCE method. Mr. Joseph Morin and Mr. Paul Byrnes have been integral to the development of the SCAMPI<sup>SM</sup> method. ISD is one of the first to become an SEI approved transition partner for CMMI<sup>®</sup> and the SCAMPI<sup>SM</sup> method. ISD also commercially develops, markets and supports Appraisal Wizard<sup>TM</sup>, a tool used by their customers and consultants for supporting all phases of an appraisal with related planning, preparing, implementing and reporting.