



WORKSHEET: DISCOVER AND COMMUNICATE YOUR VALUE

HOW DO I HELP REDUCE COSTS?

Consider your recent projects. What activities have you undertaken that have helped reduce the costs of implementing projects? Consider each element of reducing costs:

- Reduction in rework;
- Reduction in requirements churn, and changing decisions;
- Discovering more cost-effective solutions.

In the table below, list specific activities you completed that helped reduce the costs to implement your project.

Activity	How did this reduce costs?

HOW DO I INCREASE BENEFITS?

Consider how you helped increase benefits on your recent projects. These contributions tend to be a bit more difficult to find because benefits can be difficult to measure. Don't concern yourself too much at this point about measurability; qualitative benefits are perfectly fine.

Consider the following elements of increased benefits:

- New business needs or requirements discovered
- Prioritization to focus on the highest value requirements
- Stopping or modifying a project that will not achieve ROI
- Discovery of improved solutions
- Leverage new solutions
- More effective implementation of new solutions
- Scaling an IT team

In the table below, list specific activities you completed that helped increase the benefits derived from your project.

Activity	How did this increase benefits?

IDENTIFYING WHAT YOUR ORGANIZATION VALUES

Oftentimes, analysts find that they are contributing at a high level, but are not recognized for these contributions. This happens for a variety of reasons.

Sometimes, there is a conflict of values in that what is valued by your manager or the organization is different than how you feel you should be evaluated.

As you look through your contributions, consider how your manager or team would value these contributions. Do they share your perspective or is their perspective different?

If there are differences between your perception of value and your team or manager's perception of value, it doesn't necessarily mean your perception is wrong. If you feel strongly about your perception, consider how you might shift the perception of others.

Start with a list of questions you could ask to better understand their perspective.

After you have asked these questions, take some time to compare their perspective to yours. Where are the strongest commonalities? Where are the biggest differences?

Based on the above analysis, are there any activities you want to do differently or any ways you want to change how you do what you do?

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