



## Reference Model Tailoring Workshop

This workshop facilitates learning techniques to tailor the CMMI® to fit your organizational needs. It enables the participant to tailor organizational standard processes to fit different process instantiations. Tailoring the CMMI® and your standard process is crucial to ensure that the organization's practices are appropriate for the environment in which they will be implemented. **Tailoring is an essential step** for managers to apply appropriate guidance and criteria to define processes for use on their projects. Tailoring ensures that the organization's local environment, culture, and types of work are incorporated into the process standard that they need to comply with. The **tailoring activity is a key process requirement in CMMI Maturity Level 3**. Deliverables include workshop materials, and a key outcome is a draft tailored CMMI® and/or tailored elements of your standard process.

This tailoring workshop is **designed to tailor CMMI® practices to fit your organizational environment**. Draft tailoring guidelines, criteria, and draft adjusted processes for distinct product lines or types of work are typical outcomes this tailoring workshop. Subsequent workshops use outputs of this workshop to drill down further to tailored procedures and work aids.

As a course participant you will receive the foundational knowledge to enable you to

- **Understand** the importance and benefits of tailoring processes from a defined standard
- **Practice** fundamental approaches by applying tailoring concepts in your environment

### **Course Content**

- CMMI® components refresher and Maturity Level 3 building blocks review
- Tailoring Overview
- Tailoring to the Environment
- Tailoring Based on Process Attributes
- Defining Tailoring Choice Sets
- Tailoring Practices
- Tailoring Measurements
- Establishing a Tailoring “Project”

### **Material Provided**

- Presentation and exercise materials
- Reference and sample materials

### **Course Duration**

- 3 days. Course duration is tailorable.
- This class is typically delivered in client site forums

### **Course Work**

Homework may be required for the first two days of the workshop. Preparation activities include ensuring organizational processes are available.

### **Prerequisites**

- Introduction to CMMI training or equivalent
- Familiarity with target projects and standard processes which will be subject to tailoring

### **Who Will Benefit**

- Practitioners and managers responsible for tailoring processes
- Process designers responsible for defining organizational standard processes
- Process group members responsible for leading process improvement programs

### **Client Site Logistics Requirements**

- LCD projector and screen
- Flip charts and markers
- Classroom for 15 participants and 1 instructor
- This is an asset building workshop. Organizations are expected to provide standard processes for use in workshop exercises.