



Actionable insight for complex projects

Empower Users' Group Workshop

May 19-22, 2025

Sandestin Golf and Beach Resort – Miramar Beach, Florida

www.EUGworkshop.com

Employer Justification Packet

Encore Analytics, LLC is pleased to announce the 2025 Empower Users' Group (EUG) Workshop. The agenda is still evolving, but we have already lined up a number of great speakers from government organizations and industry who use Empower for program analytics, data-driven audit support, VAR collection, and Corrective Action Tracking. The workshop is also a great opportunity to socialize with other Empower users and, in keeping with tradition, we have a number of fun evening networking events planned. We hope to see you there!

Registration Information:

Registration fees vary depending on government and non-government status.

Use **promo Code EARLYBIRD for 10% off** registration fees. Early-bird pricing will be valid through April 4, 2025.

Approved speakers should obtain a promo code from Brooke Boswell (Brooke.Boswell@encore-analytics.com) for a discounted registration rate.

Note, **you can only register for one** of the following registration options below:

Empower Users' Group (EUG) Only (May 21-22)

- Standard rate: \$1,050
- Government rate: \$950

EUG + Empower User Workshop (May 19-22)

- Standard rate: \$2,250
- Government rate: \$2,050

EUG + Business Rhythm Workshop (May 19-22)

- Standard rate: \$2,250
- Government rate: \$2,050

*Note: the Business Rhythm Workshop is intended for Empower administrators and champions, therefore you must be proficient in Empower and/or have taken formal training before.

EUG + Humphreys & Associates OTB/OTS Implementation Workshop (May 20-22)

- Standard rate: \$1,650
- Government rate: \$1,550

EUG + DOE/ASU IP2M METRR Facilitator Certification (May 19-22)

- Standard rate: \$1,850
- Government rate: \$1,750



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Cancellations: Cancellation and substitution requests must be made to Brooke Boswell at Brooke.Boswell@encore-analytics.com. Cancellations for the workshop registration received on or before April 18, 2025, will receive a refund. No refunds will be given for this event after April 18, 2025.

Additional Costs:

- **Hotel accommodation** - discounted rates within a block are available through April 18, 2025, at the Sandestin Golf and Beach Resort, but are subject to availability. **We cannot guarantee rooms once the block is full so please book your hotel room early!**
 - Group rate:
 - Studio at \$191 per night + 12% tax (no resort fee)
 - Meets GSA per diem schedule
 - Use group code **24Z787** at <http://www.Sandestin.com/24Z787>
- **Travel**– please use your company’s preferred method of travel. For air travel, we suggest one of the following airports:
 - Northwest Florida Regional Airport (VPS) ~ 30 Minute Drive
 - NW FL Beaches International Airport (ECP) ~ 40 Minute Drive
 - Pensacola Regional Airport (PNS) ~ 90 Minute Drive
- **Other Transportation Considerations** –
 - **To/From Airport:** you will either need to rent a car, Uber/Lyft, taxi, or schedule shuttle service via a third party vendor.
 - **While at the workshop:** if you stay on property, you will not need any transportation as the hotel rooms and meeting space are within walking distance. For transportation throughout the resort, there is a free shuttle service provided. No evening networking events will require transportation for those staying on-site. Should you choose to stay off-site (not recommended), you will need to plan for transportation to/from the workshop and networking events. On-site complimentary parking will be available for attendees.

Benefits of Attending the EUG:

- **One-on-one access to Encore Analytics staff:** The EUG is a great chance to connect directly with Encore staff to ask questions, provide feedback on the tool, and learn about what’s coming up next for Empower.
- **Workshops:** Whether you plan to attend the Pre-EUG workshops or just the EUG forum, there will be a lot of great opportunities to learn how to better use the tool to streamline your business processes from both Encore staff as well as from other Empower users.
- **Networking:** The EUG is an excellent opportunity for networking as you will be attending with a great mix of industry and government professionals. Between the daytime sessions and evening events, the workshop provides countless networking opportunities to build both your personal and organization’s network, hear from others about industry trends and best practices, and exchange ideas with each other.
- **Lessons learned from others:** One of the greatest benefits of the EUG is that our users make up the majority of our speakers, which provides a great opportunity for other users to learn from each other. We have users attending



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from diverse experience backgrounds, different industries, and at varying levels of expertise in Empower. Where you may have a good knowledge base for one subset, someone else may offer new insight that could benefit your current work in Empower.

- **Opportunity to influence the future of the product:** If your organization is passionate about new features, this is a forum to make those heard and get them prioritized.

Pre-EUG Empower User Workshop:

This two-day workshop is designed for an Empower end user with less emphasis on the Administrator functions. Whether you're new to the platform or looking to deepen your understanding as an end user, this hands-on session offers valuable insights and practical skills. Participants will explore the following topics:

- **Empower Basics:** Navigate Empower's tripane layout, menus, toolbar items, and utilize Standard Charts, Reports, Views, Dashboards, and Filters.
- **Administrator Fundamentals:** Gain a basic overview of administrative functionalities, including the data loading process, supported file types, and Admin Menu options.
- **Schedule Analysis:** Understand schedule integration in Empower and explore features such as schedule-specific charts/reports, Task Mode, and the NRO's Schedule Execution Metrics.
- **Earned Value Analysis:** Begin with basic analysis using the sort window for interactive filtering, progressing to advanced topics like inputting Variance Analysis write-ups and tracking action items.
- **Compliance Analysis:** Review DoD DECM and DOE Compliance metric results, and learn to drill down into flagged elements or activities using Empower's various tools.

Pre-EUG Empower Business Rhythm Workshop

A two-day case study workshop where attendees will gain practical hands-on experience navigating the complete monthly business rhythm using Empower. Participants will start with loading JSON files (IPMDAR and DOE CPP) and explore the platform's functionality through various user roles. The workshop will cover the following key topics:

- **Interpreting JSON Files:** Learn how to read and understand IPMDAR JSON and DOE CPP JSON files.
- **Importing and Troubleshooting:** Gain insights into importing JSON files and resolving common issues during the process.
- **Contract Configuration:** Configure contract options to enable compliance metrics, VAR narrative collection, and other key features.
- **Recalculation Options:** Understand recalculation settings and address common challenges.
- **Data Validation and Quality:** Ensure data integrity through effective validation techniques.
- **User Management:** Maintain and manage user accounts efficiently.
- **Formal Reporting Generation:** Generate EDI files, hard copy reports, and narratives.
- **Customization:** Create tailored views, dashboards, and more to meet unique needs.



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- **Role-Based Navigation:** Use Empower effectively as an earned value analyst, schedule analyst, control account manager, program manager, and compliance manager.

Eligibility: To attend the Business Rhythm Workshop, participants must already be proficient in Empower and/or have completed formal Empower training. This workshop is designed for Empower administrators and champions.

Note: All Empower workshops require a laptop computer with Wi-Fi capability.

Pre-EUG Humphreys & Associates OTB/OTS Implementation Course

This one day workshop provides an in-depth look at the formal reprogramming process or the establishment of a performance measurement baseline (PMB) in excess of the contract target cost also known as an Over Target Baseline (OTB). This may also include an Over Target Schedule (OTS) as the PMB will need to reflect a revised baseline schedule when the remaining contract work results in a date beyond the contract completion date. The implementation process from the decision to conduct formal reprogramming to the actual preparation of the OTB/OTS proposal is presented in detail. This includes alternatives that may be considered other than OTB/OTS implementation. Notifying the customer of the intent to implement an OTB/OTS and the subsequent review and approval process are also covered. This workshop also includes the requirements for reporting the reprogramming adjustments in the Integrated Program Management Report (IPMR) or Integrated Program Management and Data Analysis Report (IPMDAR). Subcontractors may also request implementation of an OTB/OTS from the prime contractor. How this situation should be managed and reported is also discussed.

Pre-EUG DOE/ASU IP2M METRR Facilitator Certification Workshop

Learn how to facilitate the implementation of the Integrated Project/Program Management (IP2M) Maturity and Environment Total Risk Rating (METRR) tool that is rapidly becoming a default mechanism to assess the effectiveness of Earned Value Management Systems (EVMS) execution. IP2M METRR's assessment of EVMS is statistically correlated with cost and schedule performance. The two-day workshop focuses on IP2M METRR implementation and content, including its environment and maturity components, and the interpersonal skills for effective facilitation sessions, such as the facilitator's role, how to facilitate a session, or team dynamics. Participants will gain and apply insights on facilitation, the IP2M METRR tool and its use, and will be exposed to experiences and insights from certified facilitators. Those seeking certification will complete a written exam at the end of the workshop.

Note, attendees seeking certification must meet the following objectives:

1. Before the workshop - participation in an online session (the same session is tentatively scheduled for April 21 and April 23, from 8 AM to 1 PM MST)
2. During the workshop - passing a written exam
3. After the workshop - the submission of a case study on a facilitated session



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Arizona State University will provide the certification upon completing the certification requirements (online session, two-day workshop with exam, and case study). Continuing Education Units (CEUs) will be offered for the online session and two-day workshop.

Visit <http://www.eugworkshop.com/> for updates leading up to the workshop as well as during the event.

For additional information or assistance in registering for your trip, please contact Brooke Boswell at Brooke.Boswell@encore-analytics.com or by telephone at (866) 890-4331 Ext. 111.