

What is MeetingQuality?

MeetingQuality (MQ) is a subscription service that uses a combination of perception measures and artificial intelligence to predict project success or to warn of project failure. Combined with the advisory services of Consulting Partners, MQ provides opportunities for project course correction and process improvement far in advance of any other measurement system.

Deliverables

Project Life-Cycle Innovations:

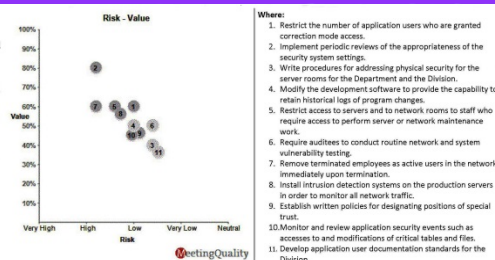
- Provides consistent, repeatable processes for determining in real-time:
 - The health of business relationships
 - The value of individual contributions
 - The quality of meeting processes
- Predicts the likelihood of project success with what may be the only new performance metric introduced this century – **Project Success Probability**
- Delivers up-to-date, critical governance metrics to Steering Committees and Stakeholders
- Detects un-voiced concepts, concerns, emotions and sentiments by analyzing anonymous action items using **Artificial Intelligence** (IBM Watson)

Small Footprint

Ease of Implementation:

- no technical support requirement
- short orientation & start-up time for teams
- minimal change management requirement
- ease of invoking the process (add MQ email address to meeting invitations)
- ease of engaging in the process (3 to 4 questions, 45 seconds to respond)

Risk-Value Analysis X-Y Plot



meetingquality@jordan-webb.net

Jordan-Webb
P O Box 25548
Chicago, IL 60625
USA

Skype: collinspe

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MeetingQuality
to Your Meetings



 MeetingQuality

Mobile: 847-846-8139

MeetingQuality Metrics and Reports

MeetingQuality metrics/reports include:

- **PSP** (Project Success Probability) - assessing the likelihood of a project's success (by Steering Committee & Project Team Members) (0-100%) **possibly the only new performance metric introduced this century**
- **MPS** (Meeting Promoter Score) - calculating how meeting attendees rate each other's contributions anonymously (0-100%)
- **MQS** (Meeting Quality Score) - summarizing how meeting attendees rate a meeting's quality (0-100%)
- Quarterly **Governance Assessment** Reports for Steering Committees (including: Scope, Cost, Resources, Change, etc.)
- Comparisons of how men and women rate each other's meeting contributions
- Confidential Meeting Promoter Score (MPS) **Network Map** showing (by color-code) how a participant has been rated by peers, and showing (by color code) the quality of the relationship of that participant with everyone else in the network
- Anonymous **Action Item Reports** (feedback as analyzed & categorized by IBM Watson)



How Does MeetingQuality Work?

- The MQ process is extremely unobtrusive and requires no special training
- Every meeting invitation adds a specific MQ email address to the participant list
- MQ emails (automatically) each participant a brief survey as a meeting begins
 - Surveys are usually no more than 3-4 questions
 - Response time is 45 seconds or less
- When a meeting closes, participants respond to the survey via a web-link, an iPhone app or via email
- MQ aggregates the results and analyzes the action items using Artificial Intelligence (IBM Watson) (MQ **protects the anonymity** of individual responses)
- MQ emails (automatically) metrics and reports to specific participants 24-hours after a meeting closes:
 - Aggregate project team meeting results are sent to project team members
 - Steering committee meeting and governance results are sent to steering committee members
- MQ emails (automatically) monthly and quarterly project governance and portfolio summary reports to steering committee members and stakeholders

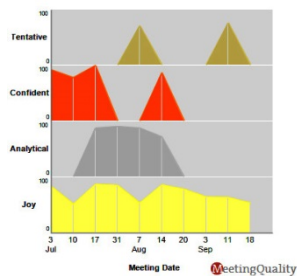
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Meeting Quality By-Products

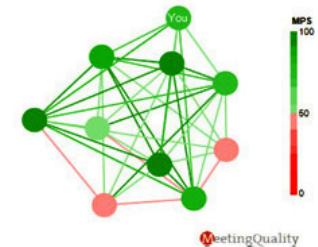
MeetingQuality provides immediate improvements in productivity, efficiency & performance in meetings:

- MeetingQuality is well-suited for recurring meetings as it provides real-time participation metrics about performance and relationships over time
- Time-based peer assessments help individuals and teams recognize the need to improve and track the progress of improvement initiatives
- Immediate and anonymous feedback allows participants to self-select out of meetings where they feel they may add little value
- Mining of MQ data enables cross-functional analysis & reporting of metrics from meetings involving projects, customers, management, recruitment, safety, strategy development and performance appraisals
- Consulting partners assist with duty of care responsibilities to ensure that MQ is deployed appropriately and professionally in the best possible environment

Artificial Intelligence Results over Time



Meeting Promoter Score Network Map



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