

DATE: **February 22, 1998**
TO (M/S): **Carol Gregory (372)**
CC (M/S):
FROM (M/S): **John Schofield (524)**
EXT NO: **630-464-7373**
SUBJECT: **Annual Accomplishments Statement**
REFERENCE:

Sales Management Certification Program

Actively participated in the Sales Management Certification Team: advised on strategy, policy, and priorities; identified systems integration risks; and consulted on technical matters for all modules.

Managed creation/maintenance of four industry modules (two Financial Services and two Telecommunications, plus one revision), including creation of diskette-based html materials for Telecommunication Overview.

In the process, taught Think Training about systems integration, project management, document formatting/maintenance, and web technology.

Mentored assigned participants.

Consulted to Larry Rosenberg concerning modification/use of self-study modules in DMR, including distribution of Telecommunication Overview module to top-level DMR managers.

Maintained project archive: <http://abolone.ccc.amdahl.com/>

Thank you so much! I will miss you, John and have enjoyed this past year, working with you very much. You have taught me many things and I value your advice.

–Betsy Brennan, 1/5/98

Selling Amdahl Offerings Class

Coached Loel Davenport in original design of PC and Network Tools presentation, and Gina Foor in conversion/expansion of this into self-study module.

Taught PC and Network Tools module five times (8/97, 9/97, 11/97, 1/98, 2/98), including assisting instructors and students in configuring their personal computers for use on classroom network.

Consulted to Patti Warfe on re-engineering of Selling Amdahl Offerings curriculum for self-study deployment, identifying several significant risks in strategy and design.

Training Organization Initiative

Actively participated in Training Organization Initiative team, including TVA site visit seminar.

Contributed major ideas and structure, and wrote majority of team documents.

Consulted to George Purnell on related issues.

Maintained project archive: <http://abolone.ccc.amdahl.com/initiative>

Just a note to say thank you for publishing stuff over the education initiative web site. You are doing a valuable service to the team. I do appreciate your publishing my work and others. –Osama Morad, 2/13/98

Intranet Webs

Implemented a simple but powerful process for managing project documents using intranet web pages.

Maintained intranet webs for Sales Management Certification Program, Selling Amdahl Offerings, and Training Organization Initiative.

Coached Pam Webb in building intranet web for Trigger training.

I would like to point all of you to the web site that John Schofield has built for tracking the ECG Certification project. John has done an *outstanding* job of creating a site which contains *all* of the relevant project information, and I would like to see us exercise this kind of proactivity for all projects that we manage! Although the site is not filled with graphics, it is interesting for anyone who visits either as a Certification participant, as a member of the Certification team, or is just interested in learning more about the project. In my view, this is due to the up front time and energy John put in to properly structure the information for easy access. –Albert Koval, 6/9/97

Community Service

Served on Board of Governors of Chicago's Information Technology Resource Center.

Computer and Network Management

Managed all computer and network infrastructure to support my job; maintained two Windows 95 and one Windows NT Server 4.0 platforms, including security, software updates, and backups. Installed two disk drives and one DAT tape drive.

Consulted to Patti Warfe on construction of classroom network.

Coached Terry Brown on systems maintenance issues.



Travel Expense Management

Presented “Airfare Savings Strategy” to Albert Koval’s group meeting, and presentation has since been distributed to others.

Aggressively managed cost of airline tickets, in 1997 saving \$38,856 (\$12,677 actual cost vs. \$51,533 regular coach fares).

