Knowing which innovation projects to fund and which to kill is vital to the future of a business. The gate meeting is a critical moment when decision makers and new product development project teams interface to make these decisions. It is a vital opportunity to accelerate the product innovation process and improve time-to-market. The Effective Gatekeeping Workshop helps your organization improve the effectiveness of gate meetings, ensuring that you are continually focused on doing the right projects – those that represent the greatest strategic, revenue and profit value to your company.

Working with your implementation team, our innovation experts will benchmark your current gate review process against proven best practices and key learnings from our work with nearly 200 leading global innovators. Based on our findings, we will tailor an action plan for making your gate meetings more efficient and reflective of the needs of your business.

Sopheon's Effective Gatekeeping Workshop can help you:

- Run effective and impactful gate meetings that translate to higher portfolio value for your business.
- Optimize your resources, improve the success rate of new products, and shorten time-to-market by driving tough, fact-based decisions within your new product development process.
- Develop an action plan tailored to improving your gate decision-making effectiveness.

Overview

A Sopheon business consultant will do a comprehensive review of your gate meeting practices, ensuring that you maximize your new product development investments. While Sopheon's approach may vary slightly depending upon your organization's needs, Sopheon's Effective Gatekeeping Workshop will most likely consist of the following:

Prior to the Workshop

In preparation for on-site sessions at your location, a Sopheon business consultant will work with the core team involved in the management of your Accolade®-supported innovation process to assess how your organization conducts gate meetings. This assessment will include collecting examples of scorecards, executive presentations, product definition documents, business cases and other gate deliverables currently in use. Whenever possible, these materials will be gathered by accessing your Accolade system.
Day 1: Discovery
On Day 1, the Sopheon consultant will work with your core process team and select gatekeepers to establish common expectations, goals and objectives for the workshop. Next, he/she will conduct a review of gate meeting best practices with your core process management team. This review will include:

- Analyzing the gap between your organization’s current gated process and accepted best practices.
- Reviewing the content and quality of select deliverables from previous gate meetings.
- Determining how your project teams prepare gate deliverables to support decision making.
- Examining how your process manager and other gatekeepers prepare for gate meetings, including how they incorporate product portfolio and resource plan metrics to inform gate decisions.

Day 2: Executive Coaching and Gate Meeting Observation
On Day 2, Sopheon’s business consultant will deliver a summary presentation to your company’s executive team, outlining gatekeeping best practices used by leading global innovators. The Sopheon consultant will also provide tailored, specific training on how to interpret project scorecards, gate presentation materials, and other deliverables that are used in gate meetings.

Following the presentation, our consultant will participate as an observer in a gate review meeting to evaluate your organization’s current practices and record observations. The consultant will then present his/her findings and specific recommendations for improvement to your executive team.

Day 3: Presentation of Findings and Recommendations
The final presentation is typically done the morning of the third day. This presentation is to principal gatekeepers and to your organization’s core process management team. This presentation includes:

- An overview of your current gatekeeping practices, including:
  - What your team is doing correctly, in accordance with current best practices, and specific recommendations for improvement.
  - Detailed feedback about the consultant’s observations and findings which will be presented in a format designed to improve the efficiency and effectiveness of your gate meetings.
  - Recommendations on how to use Accolade’s process measurement capabilities and deliverable templates to improve the effectiveness of gate reviews and advance your organization’s innovation maturity.
  - Planned next steps.

Benefits
- Better allocation of project resources, as well as increased net present value of portfolios and reduced time-to-market, due to more efficient and productive gate review meetings.
- Early identification and removal of roadblocks to effective gate decision making, using proven gatekeeping techniques.
- Improved return on your organization’s investments in Accolade and your new product development initiatives.