

The Alignment Prescription Companion Guide



THE ALIGNMENT PRESCRIPTION

*The Simple Remedy For Empowering
Technology Organizations
To Cure Cancer*

BRAD FRANCIS

Foreword By Anthony Goonetilleke

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Founder and CEO, Executech Solutions (ETS) LLC

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PROMISES

“Winning is about having the
whole team on the same page.”
— Bill Walton

From *The Alignment Prescription*:

The remedy being presented has been production verified, it works. *The Alignment Prescription* promises to focus solely on a proven solution for creating internal organizational alignment, it is a winning formula.

NOTES

FOREWORD

By ANTHONY GOONETILLEKE

“If everyone is moving forward together,
then success takes care of itself.”

— Henry Ford

From *The Alignment Prescription*:

The role of a CIO/CTO has become crucial to the success of every company today and aligning the organization to deliver value becomes essential.

NOTES

INTRODUCTION

“Do the right thing, it will gratify
some people and astonish the rest.”
— Mark Twain

From *The Alignment Prescription*:

The focus of this book is on resolving the problem that a lack of alignment creates, working from the inside out, beginning with your own organization. It will guide you through a diagnosis of the problem and assist you, as a key technical leader, in developing an alignment approach that meets your specific internal needs.

NOTES

CHAPTER 1

THE ALIGNMENT DILEMMA

“The main thing is to keep the
Main Thing the main thing.”
— Jim Barksdale

From *The Alignment Prescription*:

That includes an understanding of the projects that are critically important and an understanding at a given point in time of the validated level of performance in achieving those projects, as defined.

NOTES

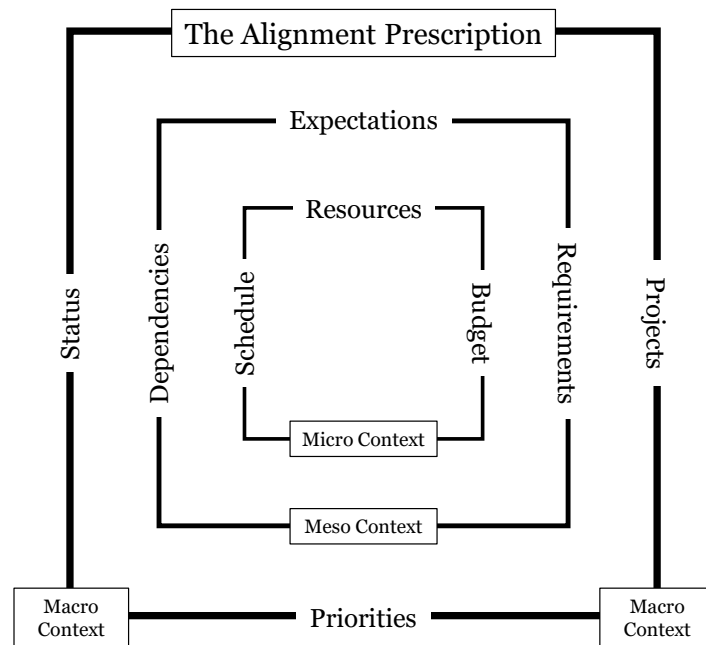


Figure 1
The Alignment Prescription Model

From *The Alignment Prescription*:

A view of the three tiers of *The Alignment Prescription* model provides a perspective of how each of these elements fit together as the basis of alignment within a technology organization.

NOTES

CHAPTER 2

THE A5 PRINCIPLE

“Great performance is one percent vision
and ninety-nine percent alignment.”
— Jim Collins

From *The Alignment Prescription*:

It needs to be clearly recognized that by focusing on internal alignment, we are highlighting the importance of being on the same page from top to bottom in your organization to achieve consistent positive outcomes.

NOTES

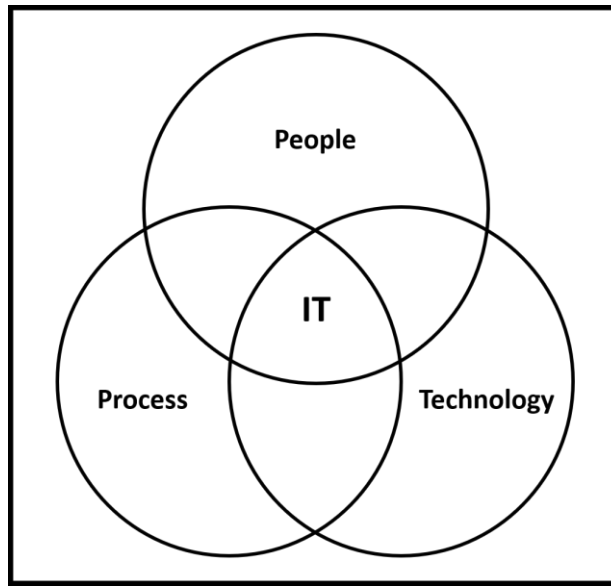


Figure 2

People, Process, Technology (PPT) Model

From *The Alignment Prescription*:

As basic as the PPT pitch may seem, it was a significant step toward creating alignment, first from within my organization, but ultimately in conjunction with my business partners.

NOTES

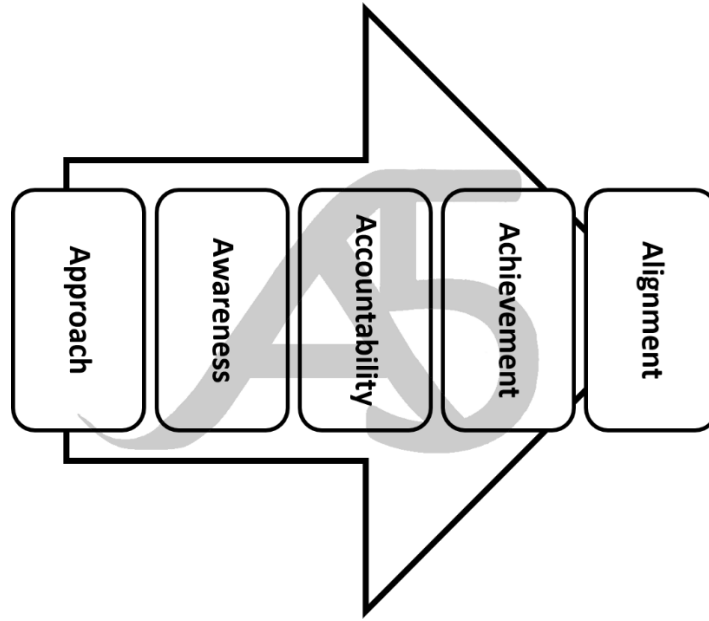


Figure 3
The A5 Principle

From *The Alignment Prescription*:

The A5 Principle is the idea that to achieve the strategic objectives of the enterprise the CIO must leverage a consistent management approach that creates awareness, ensures accountability, drives achievement, and solidifies internal alignment.

NOTES

CHAPTER 3

THE MACRO FOCUS

“Visualize your goals and ask yourself
What’s Important Now. Think WIN.”
— Lou Holtz

From *The Alignment Prescription*:

It did not matter if it was as simple as should I eat breakfast or not, or as tempting as should I party or study, his challenge to his players was to first ask themselves that question with a winning thought process in mind.

NOTES



Figure 4

What's Important Now (WIN)

From *The Alignment Prescription*:

In the business world there is a broad range of analysis that goes into determining the most important initiatives at any given point in time.

NOTES

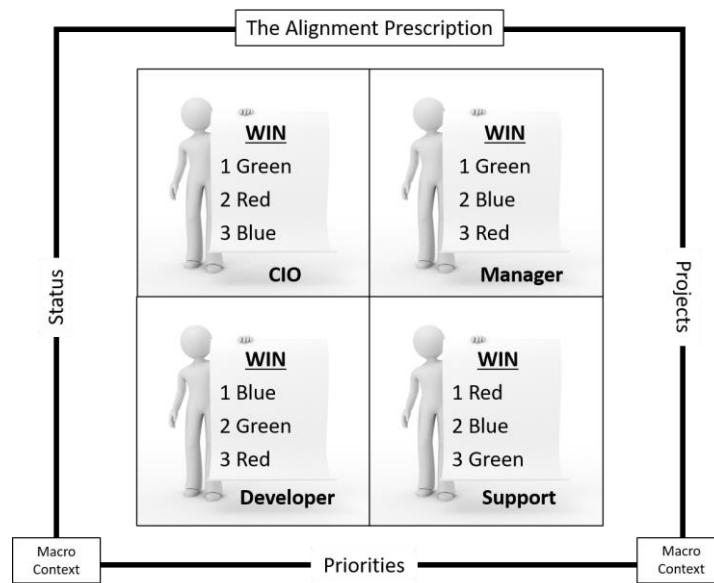


Figure 5

Priority Alignment Challenge

From *The Alignment Prescription*:

Understanding how everyone identifies their priorities will drive opportunities to align among those varied roles.

NOTES

CHAPTER 4

THE MESO LINKS

“People don’t do what you expect
but what you inspect.”
— Louis Gerstner

From *The Alignment Prescription*:

The best way to eliminate the potential for an embedded excuse is to close the opportunity for allowing it.

NOTES

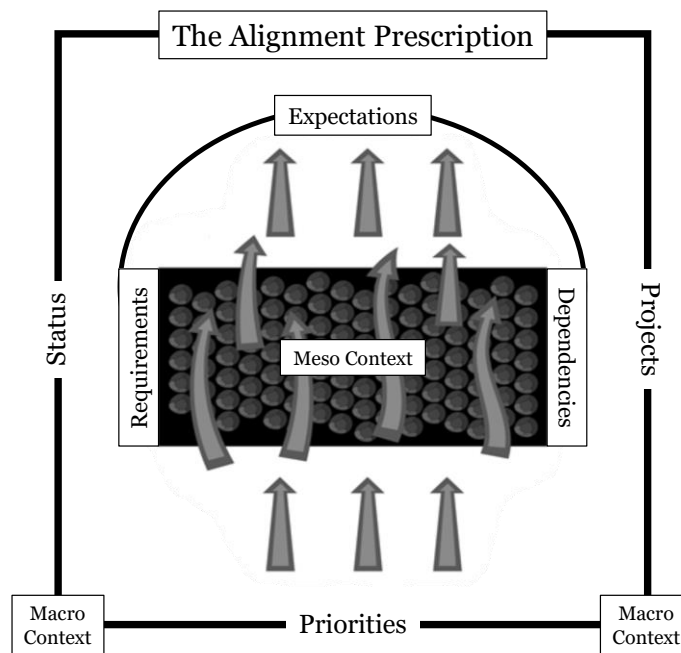


Figure 6
The Expectations Filter

From *The Alignment Prescription*:

By filtering your prioritized projects through a process of detailing requirements and identifying core dependencies you normalize expectations cross-functionally.

NOTES

Sample A5 Project Scorecard - Blank Form									
Project Overview									
Project Priority		Lead/Author/Owner Name							
Project Name		Lead/Author/Owner Title							
Target Completion Date		Lead/Author/Owner Department							
Percent Complete		Project Synopsis/Description							
As of Date		Overall Status Perspective		☐ Great/No Risk	☐ Good/Normal Risk	☐ Fair/Some Risk	☐ Poor/Much Risk	☐ Failing/High Risk	☐ NA/TBD
Project Details									
Schedule	☐	☐	☐	☐	☐	☐	☐	☐	Comment
Target Date	☐	☐	☐	☐	☐	☐	☐	☐	Comment
Requirements	☐	☐	☐	☐	☐	☐	☐	☐	Comment
Budget/Financial Impact	☐	☐	☐	☐	☐	☐	☐	☐	Comment
Cross-Functional Dependencies	☐	☐	☐	☐	☐	☐	☐	☐	Comment
Resource Capacity	☐	☐	☐	☐	☐	☐	☐	☐	Comment
Achieving Expectations	☐	☐	☐	☐	☐	☐	☐	☐	Comment
Project Assessment									
Assessed By Name					Assessed By Title				
Assessed By Department					Assessment Date				
Comment									
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Project Details							
Schedule	☐	☐	☐	☐	☐	☐	☐
	Great/No Risk	Good/Normal Risk	Fair/Some Risk	Poor/Much Risk	Failing/High Risk	NA/TBD	
Target Date	☐	☐	☐	☐	☐	☐	☐
	Great/No Risk	Good/Normal Risk	Fair/Some Risk	Poor/Much Risk	Failing/High Risk	NA/TBD	
Requirements	☐	☐	☐	☐	☐	☐	☐
	Great/No Risk	Good/Normal Risk	Fair/Some Risk	Poor/Much Risk	Failing/High Risk	NA/TBD	
Budget/Financial Impact	☐	☐	☐	☐	☐	☐	☐
	Great/No Risk	Good/Normal Risk	Fair/Some Risk	Poor/Much Risk	Failing/High Risk	NA/TBD	
Cross-Functional Dependencies	☐	☐	☐	☐	☐	☐	☐
	Great/No Risk	Good/Normal Risk	Fair/Some Risk	Poor/Much Risk	Failing/High Risk	NA/TBD	
Resource Capacity	☐	☐	☐	☐	☐	☐	☐
	Great/No Risk	Good/Normal Risk	Fair/Some Risk	Poor/Much Risk	Failing/High Risk	NA/TBD	
Achieving Expectations	☐	☐	☐	☐	☐	☐	☐
	Great/No Risk	Good/Normal Risk	Fair/Some Risk	Poor/Much Risk	Failing/High Risk	NA/TBD	

Figure 7

Sample A5 Project Scorecard

From *The Alignment Prescription*:

A scorecard needs to provide stakeholders with consistent updates on the priority and status of a project while focused cross-functionally.

NOTES

CHAPTER 5

THE MICRO LIMITS

“Less is more only when
more is too much.”
— Frank Lloyd Wright

From *The Alignment Prescription*:

Somewhere in the middle is most often the appropriate place to land, so describing your progress in terms of the Micro Context elements is the point of balance we seek to achieve.

NOTES

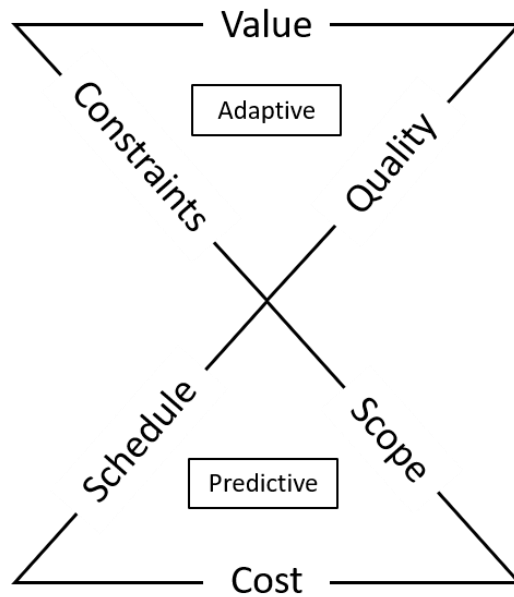


Figure 8

Micro Context Elements

From *The Alignment Prescription*:

It is important to understand that the Micro Context elements of resources, schedule, and budget are embedded independent of the approach, often under the umbrella of quality.

NOTES

CHAPTER 6

THE ALIGNMENT STRUCTURE

“An organization, no matter how well designed,
is only as good as the people who live and work in it.”
— Dee Ward Hock

From *The Alignment Prescription*:

It is not the focus of this book to attempt to justify any single approach to building your organizational structure, but it is important to know what variables you will need to address to ensure effective alignment.

NOTES

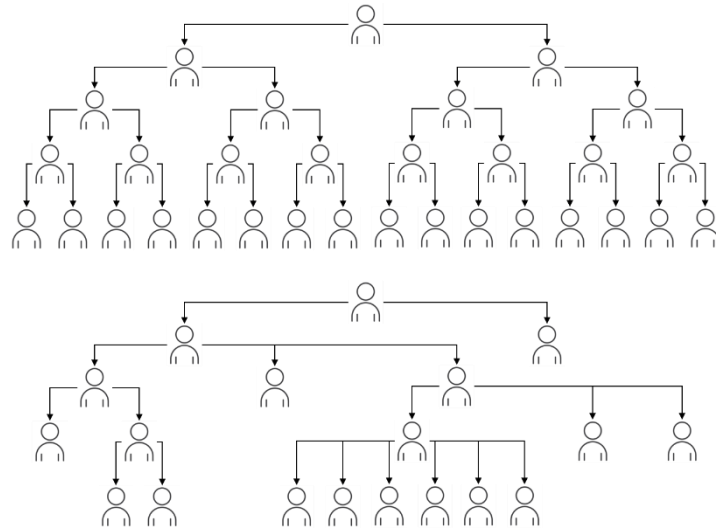


Figure 9

Functional Organizational Structure Examples (Hierarchical)

From *The Alignment Prescription*:

Each individual reports directly to a single leader, manager, or supervisor in most functionally designed organizational structures. An increased focus on the Meso Context is critical in addressing the departmentalized impacts of the hierarchical structure.

NOTES

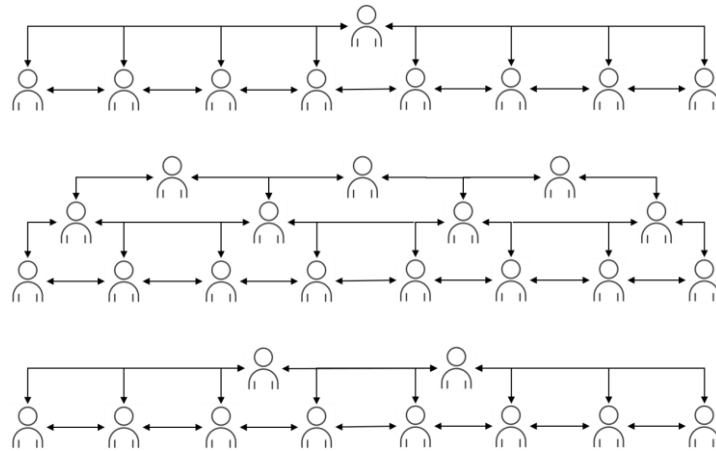


Figure 10
Flat Organizational Structure Examples
(Horizontal)

From *The Alignment Prescription*:

It would be common for an employee to have a one-to-many relationship with management, typically seeking input based on the expertise of leadership. The horizontal structure does retain the same Meso Context challenges of the hierarchical structure.

NOTES

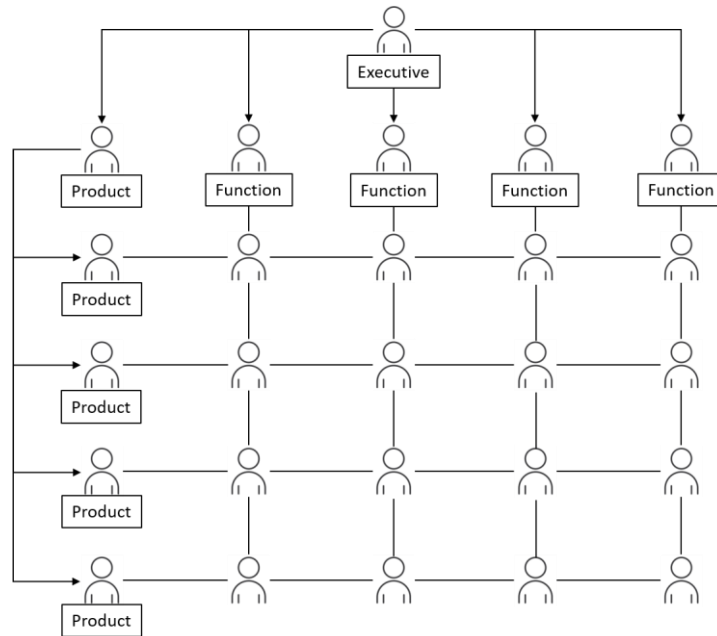


Figure 11
Matrix Organizational Structure Example

From *The Alignment Prescription*:

The matrix structure seeks to address the needs of the organization based on two unique business perspectives. Focused Macro Context discipline is a necessity to ensure management does not shift focus to lower priority projects without proper synchronization.

NOTES

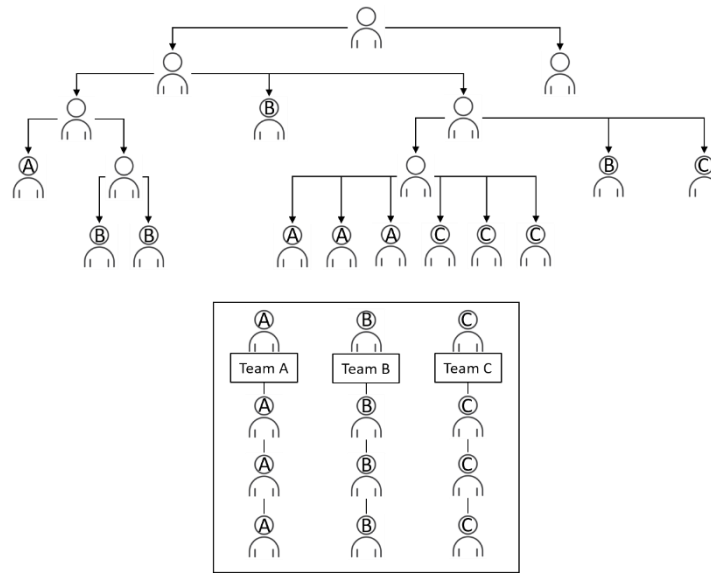


Figure 12

Team-based Organizational Structure Example

From *The Alignment Prescription*:

Team-based structures are frequently implemented in conjunction with other organizational designs. Providing a consistent flow of information to interested stakeholders is important, particularly at the Macro and Micro Context levels

NOTES

CHAPTER 7

THE ALIGNMENT DECISION

“Concentrate on what will produce results
rather than on the results.”
— Bill Walsh

From *The Alignment Prescription*:

When you focus on the elements of the A5 Principle, you will establish an approach that creates awareness, ensures accountability, drives achievement, and solidifies internal alignment.

NOTES

Sample A5 Priority Ranking - Blank Form					
Ranking By Name			Ranking By Department/Area		
Prioritized Projects - Up To Max of 10 Projects					
Current Rank	Prior Rank	Percent Complete	Project Name		
1					

Sample A5 Priority Ranking - Blank Form					
Ranking By Name			Ranking By Department/Area		Date of Ranking
Prioritized Projects - Up To Max of 10 Projects					
Current Rank	Prior Rank	Percent Complete	Project Name	Overall Status	
1				☐ ☐ ☐ ☐ ☐ ☐	
2				☐ ☐ ☐ ☐ ☐ ☐	
3				☐ ☐ ☐ ☐ ☐ ☐	
4				☐ ☐ ☐ ☐ ☐ ☐	
5				☐ ☐ ☐ ☐ ☐ ☐	
6				☐ ☐ ☐ ☐ ☐ ☐	
7				☐ ☐ ☐ ☐ ☐ ☐	
8				☐ ☐ ☐ ☐ ☐ ☐	
9				☐ ☐ ☐ ☐ ☐ ☐	
10				☐ ☐ ☐ ☐ ☐ ☐	
Priority Ranking Assessment					
Assessed By Name			Assessment Date		
Comment					

Overall Status					
☐	☐	☐	☐	☐	☐
Great/No Risk	Good/Normal Risk	Fair/Some Risk	Poor/Much Risk	Failing/High Risk	NA/TBD

Figure 13
Sample A5 Priority Ranking Report

From *The Alignment Prescription*:

The point is to make certain that you and your organization always know what initiatives are most important and how they are progressing.

NOTES

A5 PRIORITEYES



From *The Alignment Prescription*:

A5 Prioriteyes software has been developed for seamless introduction into corporate culture while bypassing complex integration requirements that often derail major new product implementations.

NOTES

THE NEXT STEP



If you have any questions:

<https://executesolutions.com/contact>

If you would like to subscribe to our email list:

<https://executesolutions.com/subscribe>

For copies of A5 Scorecard and A5 Priority Ranking:

<https://executesolutions.com/download>

For access to the A5 Alignment Assessment tool:

<https://executesolutions.com/assess>

To view an introduction to the A5 software:

<https://executesolutions.com/A5>

To schedule a meeting to discuss the A5 software:

<https://executesolutions.com/meeting>

NOTES



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