

# COURSE OFFERING

## Variance Analysis Reporting Using Encore Analytics Empower

### LOGISTICS

#### Duration

4 Hours

#### Delivery

Instructor-led (in-person or online)

Student PCs are required for hands-on participation and student exercises

#### Class Size

Up to 15 Students

#### Prerequisites

A basic familiarity with Empower is recommended but not required

### WHY TAKE THIS COURSE?

Designed specifically for Control Account Managers (CAMs), this course will equip you with the tools and techniques needed to master root-cause analysis and craft clear, impactful VARs. Learn to identify cost and schedule variances, perform thorough impact assessments, and propose effective corrective actions—all while adhering to the IMPR Format 5 or IMPDAR narrative summary required for government contracts. Through engaging real-world examples, hands-on exercises, and expert feedback, you'll gain the confidence to deliver precise and actionable reports that keep your programs on track.

This course is for organizations that use Empower software as part of their Earned Value management system.

### WHO WILL BENEFIT?

Control Account Managers who are responsible for producing Variance Analysis Reports. Others who may participate in the process, including Program Managers, Integrated Product Team (IPT) Leads, Program Controls / EV Analysts or Program Financial Analysts.

The screenshot displays the 'VAR Narrative Editor' window in the Encore Analytics Empower software. The main window shows a list of tasks with columns for WBS, DESCRIPTION, LL, Contract, VAR, Approver, Reviewer, Submitter, LastUser, LastUpdate, State, VarCmp, and VarReject. A modal window titled 'VAR Narrative Editor' is open, showing a 'Current SV - Cause' section with a text area for entering an explanation. Below this, a 'Schedule Gantt Chart' is visible. On the right, a 'VAR Narrative Report' is displayed, showing a 'Current Schedule Variance: -122,200' and a table of variances.

BCWS	BCWP	SV	SV %	SPI
1,272,400	1,150,200	-122,200	-9.60	0.904

  

N	Element	Current SV	Running Total	Contribution %	Running Total %
1	3800	-46,800	-46,800	38.3	38.3
2	3200	-31,000	-77,800	25.4	63.7
3	3300	-30,000	-107,800	24.5	88.2

source: [www.encore-analytics.com](http://www.encore-analytics.com)



## WHAT WILL I LEARN?

- Explain the significance of Variance Analysis Reports (VARs) in managing cost and schedule performance
- Describe the IMPR Format 5 or IMPDAR narrative summary and why it's used in government contracts
- Define what constitutes a variance and how to calculate it
- Describe methods for identifying the underlying causes of variances
- Assess the effect of variances on the overall program
- Identify actions to address the root causes of variances
- Avoid common mistakes when writing VARs
- Use Empower to prepare VARs:
  - Enter narratives directly into the Empower editor
  - Submit, review, approve/reject narratives using the Empower workflow engine, integrated with your email system
  - Collect and track Corrective Actions as part of the VAR workflow
  - Use narrative templates or pull prior period narrative submissions forward, automatically updating the performance numbers within the text to the new period's values

## PINNACLE TRAINING

Pinnacle offers a wide variety of training options, from introductory classes to advanced project and portfolio management concepts, including Earned Value Management (EVM), as well as vendor partner software training. We specialize in developing customized training solutions to fit your organizational needs.

What sets Pinnacle's training methodology and process apart from others in the industry is an increase in user adoption of processes and tools. Because we understand that providing training relevant to users' roles and responsibilities is critical to ensure successful implementations of EVM, project management tools, and maintaining internal best practices, we can tailor them to your unique business environment. This enables you to put it into practice right away, realizing the ROI much faster than traditional off the shelf courses.

Our team-based workshops are a great way for your project execution team to learn and understand essential project management concepts.

Visit [pinnaclemanagement.com/training](https://pinnaclemanagement.com/training) for more offerings.

## ABOUT PINNACLE

Founded in 1993, Pinnacle supports a world-wide client base, through a staff of experienced professionals and a network of strategic partners.

Throughout our history we have successfully delivered hundreds of client engagements, helping our clients across all industries improve their organizational performance and deliver better results.

Specializing in enterprise-wide management systems, our core focuses are Enterprise Project Management (EPM), Integrated Program/Project Management (IPM), Earned Value Management (EVM) and Project Portfolio Management (PPM).

We provide a range of value focused and results driven professional services through our consulting and training, federal, and commercial outsourcing service lines.

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