

University of Maryland

# Project Management Symposium

*NEXT SESSION*

## Demystifying LLMs: A Guide for Project Managers to Unlock the Potential of Large Language Models (LLMs)

Donald Polaski & Marissa Beall

Director of AI & ML, Booz Allen Hamilton  
Chief Data Scientist, Booz Allen Hamilton



PROJECT MANAGEMENT  
CENTER FOR EXCELLENCE

A.J. CLARK SCHOOL OF ENGINEERING  
Civil & Environmental Engineering Department

This session will be recorded.

# Project Management Symposium

## Demystifying LLMs: A Guide for Project Managers to Unlock the Potential of Large Language Models (LLMs)

Marissa Beall

Donald Polaski



PROJECT MANAGEMENT  
CENTER FOR EXCELLENCE

A.J. CLARK SCHOOL OF ENGINEERING  
Civil & Environmental Engineering Department





# Introductions



**Donald Polaski**

Director of AI,  
Booz Allen Hamilton



**Marissa Beall**

Chief Data Scientist,  
Booz Allen Hamilton





# Agenda

- LLMs Demystified
- Program Management Applications of LLMs
- Risks and Other Considerations
- Resources





# Session Learning Outcomes



- Form shared understanding of generative AI terms & history
- Discover how PMs can enhance efficiency with Generative AI
- Itemize the top pros and cons of using this technology.



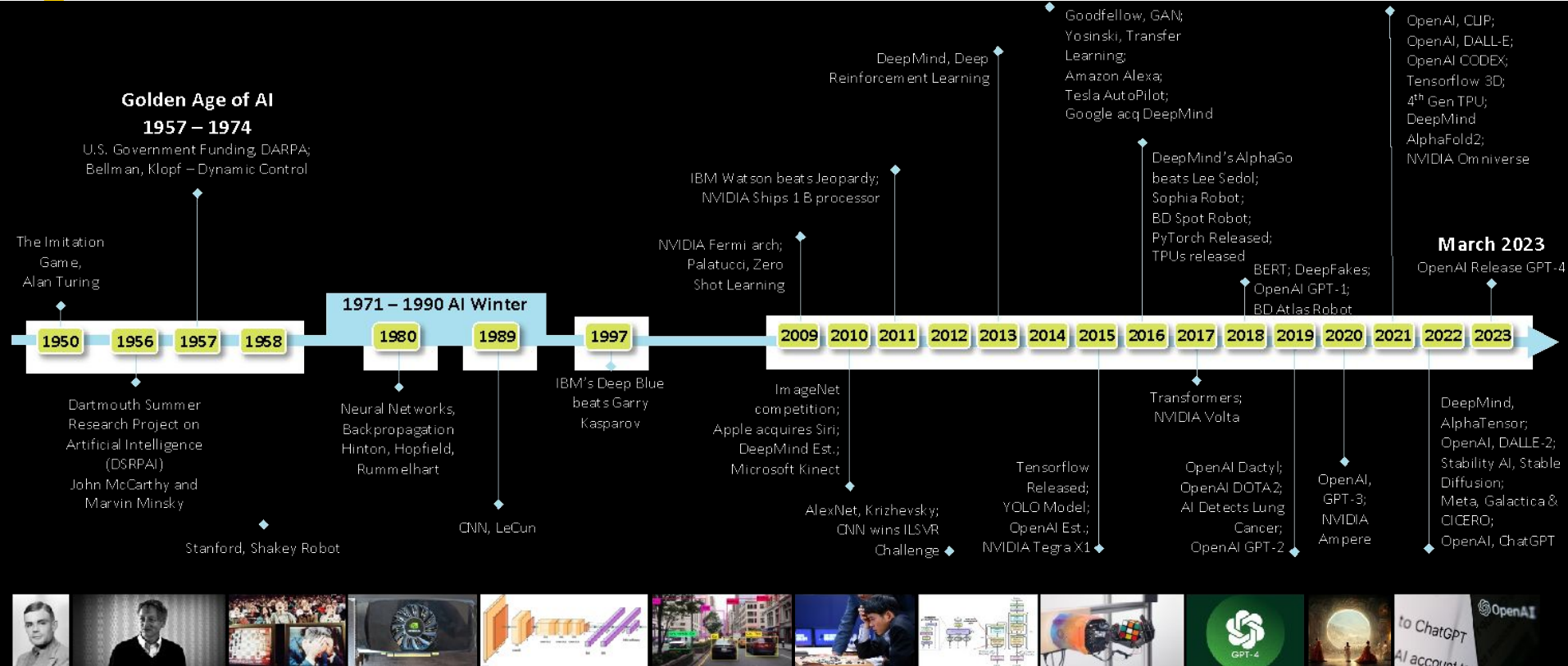
# LLMs Demystified

What is generative AI, how does it work, and why is important

# Terminology Overview

**Generative AI** is an umbrella term for algorithms that learn from training datasets to *generate new content* such as image synthesis, text generation, annotation, and code composition.

# The Rise of Generative AI







# Midjourney – 1 Year Ago vs. Today

LIBREDDIT User Post by Lozmosis



hamburger cheeseburger big mac whopper



My Little Pony Apocalypse



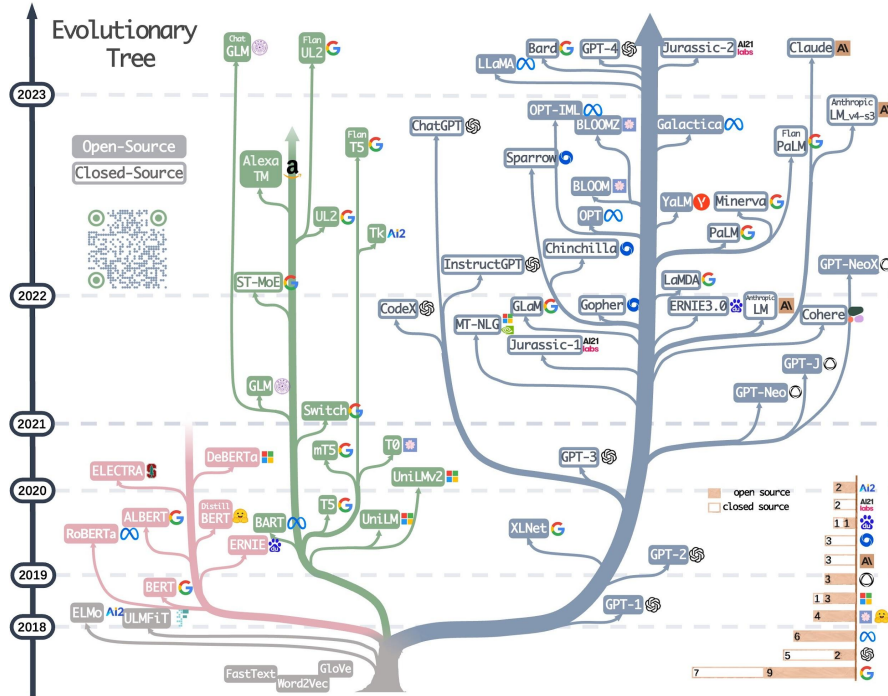
COUNTRY ROADS TAKE ME HOME



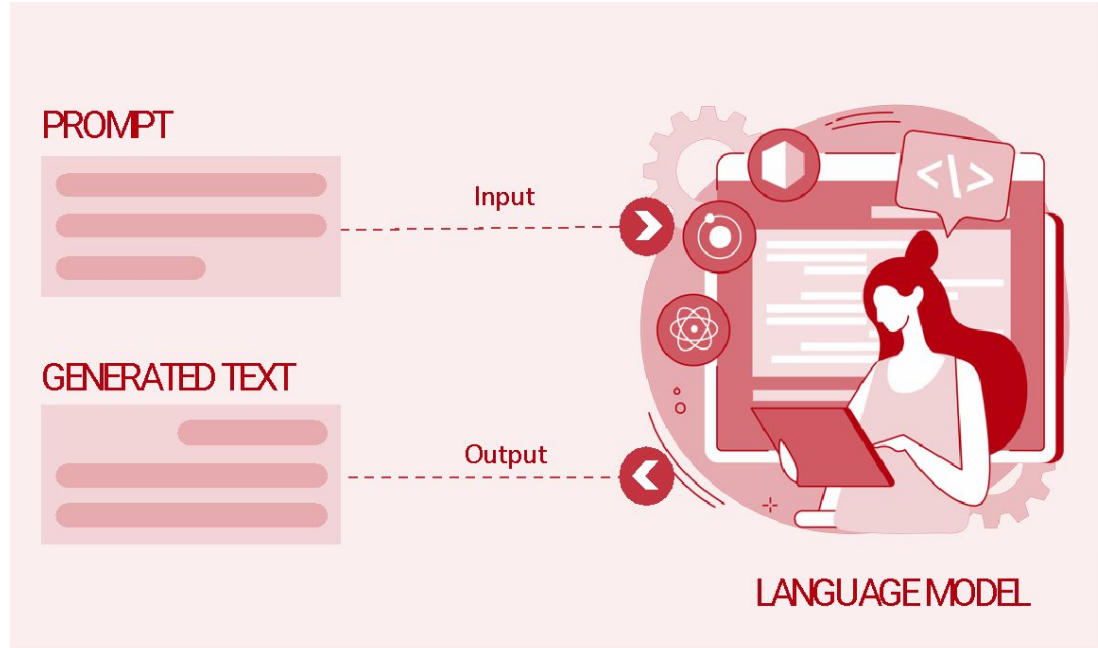
# Terminology Overview

**Large Language Models (LLMs)** refer to a subset of generative models trained on a vast amounts of text data to take input text and *predict the next word*. LLMs are a type of generative AI.

# Large Language Model History



# Prompts: A Key Element for Working with GenAI



Prompts are functions that map an example from a dataset to a natural language input and target output.



# Prompt Engineering



PROJECT MANAGEMENT  
CENTER FOR EXCELLENCE

A.J. CLARK SCHOOL OF ENGINEERING  
Civil & Environmental Engineering Department



OPENAI DALL-E WITH A BAD PROMPT

"Delta four heavy rocket"



MIDJOURNEY WITH A GOOD PROMPT

"A Boeing Delta IV Heavy rocket lifting off from the launch pad at Cape Canaveral on a beautiful sunny day"

*2024 Project Management Symposium*

# Why do I Care?



“By 2030, 80 percent of the work of today’s project management (PM) discipline will be eliminated as artificial intelligence (AI) takes on traditional PM functions such as data collection, tracking and reporting, according to Gartner, Inc.”

# Why do I Care?



“If applying AI and other technological innovations to project management could improve the success ratio of projects by just 25%, it would equate to trillions of dollars of value and benefits to organizations, societies, and individuals.”

How AI Will Transform Project Management – Antonio Nieto-Rodriguez and Ricardo Viana Vargas, Harvard Business Review



# PM Applications of LLMs

How can Project Managers use this technology today?



# Sample I I M Tasks



*Prompt: Translate the following sentence from English to Spanish: "The cat sat on the mat."*

## Machine Translation

*Prompt: Analyze the sentiment of the following statement: "I loved the movie, it was so good."*

## Sentiment Analysis

*Prompt: Identify all the people and organizations mentioned in the following text: "John Smith is the CEO of ABC Corp. He will be speaking at the upcoming conference in New York."*

## Named Entity Recognition

Citation – Prompt Engineering, Georgios V. Efstratiadis

*Prompt: Answer the following question: "What is the capital of France?"*

## Question Answering

*Prompt: Summarize the following article in three sentences or less: "Scientists have discovered a new species of dinosaur that roamed the earth during the Late Cretaceous period. The dinosaur, named Magnapaulia laticaudus, had a long tail and was herbivorous. The discovery sheds new light on the biodiversity of the Late Cretaceous."*

## Text Summarization

*Prompt: Generate a paragraph of text on the topic of climate change.*

## Text Generation



A decorative graphic consisting of three overlapping arrows pointing to the right, colored red, yellow, and black.

# Example Applications

- Record and transcribe meetings (e.g., summarize notes, build a task list)
- Create or edit communications (e.g., emails, invitations)
- Create a template for or draft project documents (e.g., schedule, pitch, plan, budget, user stories)
- Provide recommendations (e.g., impact analysis, issue resolution, )



# Transcription & Note Taking

**Otter.AI** – Records, transcribes, summarizes, records action items, and automatically schedules meetings

**Microsoft Teams Meeting Recap**

–Review meeting recordings, transcripts, follow-up actions, shared documents, and meeting

## Sample Otter.AI Output

Jan and Alex discuss the need for an end-to-end testing plan and certification for the project. Jan mentions that they have documented what needs to be tested for user acceptance testing and production, but Alex questions the document and seeks clarification. Jan suggests making the topic an agenda item for the core team to discuss and finalize the end-to-end testing plan.

### Action items

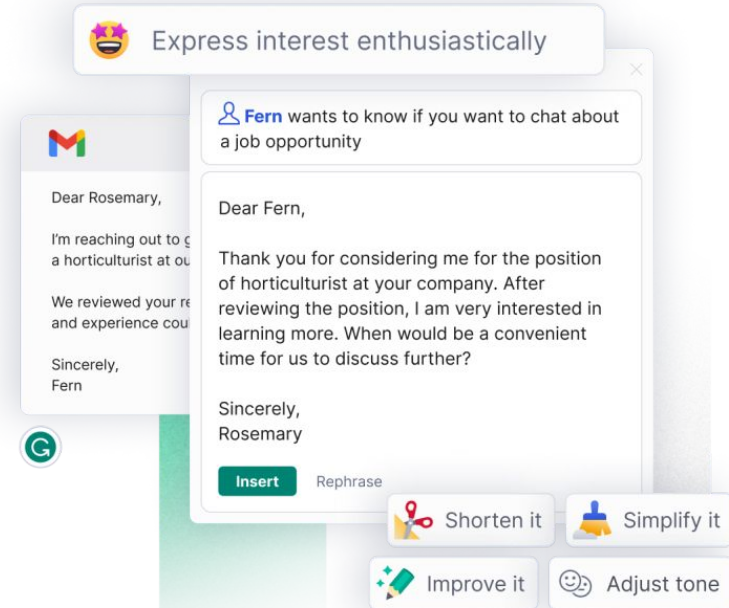
- Add the certification end-to-end test plan as an agenda item for the core team meeting.
- Clarify what is expected to be tested as part of the end-to-end certification test plan.

# Writing Assistance

**Grammarly** – automate creation of emails, blog posts, and other documents. Customize with your own voice.

**Copy.ai** – tool focused on automatically generating emails, marketing materials, & blogs

## Grammarly E-Mail Example

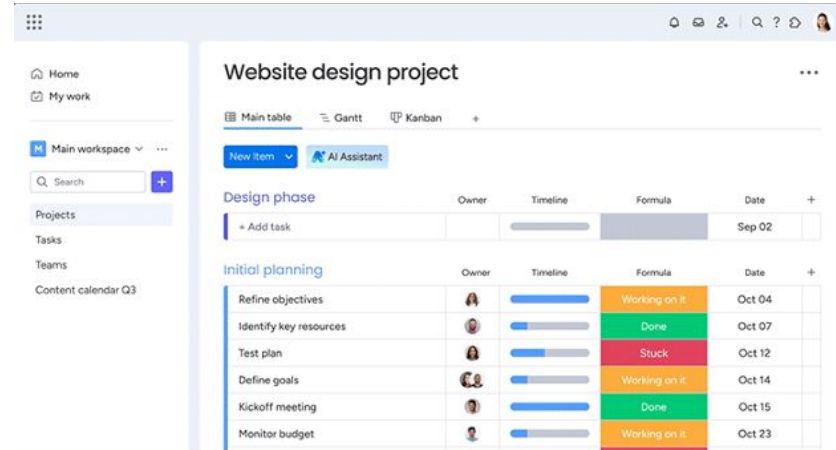


# Project Plan Automation

[monday.com](https://monday.com) – automatic generation of project tasks based on project ideas

## [AutoPlan Trello Plug-In](#)

–Automatically generate tasks for new projects and create project checklists



The screenshot shows the monday.com interface for a 'Website design project'. It features a sidebar with navigation options like Home, My work, Main workspace, Projects, Tasks, Teams, and Content calendar Q3. The main area displays a table with columns for Owner, Timeline, Formula, and Date. The table is divided into two sections: 'Design phase' and 'Initial planning'. The 'Initial planning' section contains the following tasks:

Task	Owner	Timeline	Formula	Date
Refine objectives	[User Icon]	[Progress Bar]	Working on it	Oct 04
Identify key resources	[User Icon]	[Progress Bar]	Done	Oct 07
Test plan	[User Icon]	[Progress Bar]	Stuck	Oct 12
Define goals	[User Icon]	[Progress Bar]	Working on it	Oct 14
Kickoff meeting	[User Icon]	[Progress Bar]	Done	Oct 15
Monitor budget	[User Icon]	[Progress Bar]	Working on it	Oct 23

monday.com project planning interface





Website design project

Main table | Gantt | Kanban

New Item | AI Assistant

### Design phase

	Owner	Timeline	Formula	Date	
+ Add task				Sep 02	

### Initial planning

	Owner	Timeline	Formula	Date	
Refine objectives		<div style="width: 50%; background-color: blue;"></div>	Working on it	Oct 04	
Identify key resources		<div style="width: 20%; background-color: blue;"></div>	Done	Oct 07	
Test plan		<div style="width: 10%; background-color: blue;"></div>	Stuck	Oct 12	
Define goals		<div style="width: 20%; background-color: blue;"></div>	Working on it	Oct 14	
Kickoff meeting		<div style="width: 50%; background-color: blue;"></div>	Done	Oct 15	
Monitor budget		<div style="width: 20%; background-color: blue;"></div>	Working on it	Oct 23	





# Risks & Other Consideration s

How can I protect myself and my  
business when applying LLM  
technology

## KEY COMPONENTS

## KEY CHALLENGES/RISKS



### App Dev & Integration

- **IP accountability** for input/output of content
- **Data security** and ownership



### Instruction Fine-Tuning

- **Control for misinformation, hallucinations, bias** in outputs with use case specific data
- **Labor economics** for labeling data



### LLM (i.e. GPT) Training

- **Massive compute** required. Training most LLM's from scratch requires several millions in compute alone



### Training data

- **Data ownership uncertainty** and proper licensing of training data (e.g. use of bootlegged books and media)







# Questions?



# Contact Us



**Donald Polaski**

Polaski\_Donald@bah.com

[LinkedIn](#)



**Marissa Beall**

Beall\_Marissa@bah.com

[LinkedIn](#)





# Evaluate Session

