



جامعة الجميع الذكية
EVERYONE'S SMART UNIVERSITY

Everyone's Smart University

Project (Spring 2021)

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Section

Master

Date
Thursday

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Course Code

(PMG506)

Advanced project Management

Instructions:

- اخر موعد للتسليم هو يوم الخميس 2021-05-8-20 في تمام الساعة 9 مساءً.
- الإجابة متاحة باللغة الإنجليزية أو اللغة العربية مع مراعاة أن تكون المصطلحات العلمية باللغة الانجليزية.
- يتم تسليم المشروع في صيغة ملف . pdf مع الالتزام نموذج الجامعة ولن تقبل أي مستندات أخرى.
- يجب مراعاة أقسام البحث الرئيسية (مقدمة Introduction، دراسات علمية سابقة Literature Review، طريقة البحث Methodology، النتائج والمناقشة Results and Discussion، وأخيراً المراجع References . وان كان هناك ملحقات Appendices يتم إضافتها)
- يجب الالتزام بـ Theme موحد كما يلي:
- حجم الخط 12.
- نوع الخط Arial.
- لون الخط أسود.
- المسافة بين الأسطر 1.5 line spacing
- عدد صفحات البحث (لا يقل عن ثلاث صفحات ولا يزيد عن ست صفحات).

Instructor's Name: ~~Eng. Amaal Aburumman~~ **Eng. Dr. Akram M. S. Ali**

Project:

You are required to document your role in administering a project. The project may be set in a business, social, sporting, or family environment but must be of a significant size and scale. If you do not have an actual project to write about you may complete the project hypothetically.

This report will be between three to six pages in length. This is a significant research project.

Your report must address ~~each~~ **ONE** of the following issues:

1. Identify and describe the purpose, scope, and objectives of the project. **Display this information using an appropriate tool.**
2. Describe how the team is given an outline of the project.
3. Describe the strategies that are going to be set up to maintain communication with the team members.
4. Describe the tools that are going to be used to monitor the goals, time frames or milestones.
5. Identify project milestones and activities. **Display this information using an appropriate tool.**
6. Create a budget and link the costs to the key milestones for a project.
7. Describe how you are going to divide tasks and resources amongst a project team. **Display this information using an appropriate tool.**
8. Briefly describe how the progress will be monitored.
9. How are current project records maintained? Who has responsibility for this? provide some recommendations on how this process could be improved.
10. Describe the current procedure for finalizing projects. Create your own procedure and identify how you will evaluate the success of the project.
11. Legislation that may affect the project including health and safety, and anti-discrimination legislation.

Best of luck...

المشروع:

مطلوب منك توثيق دورك في إدارة مشروع. قد يتم تعيين المشروع في بيئة تجارية أو اجتماعية أو رياضية أو عائلية ولكن يجب أن يكون بحجم مناسب. إذا لم يكن لديك مشروع فعلي لتكتب عنه ، فيمكنك إكمال المشروع افتراضياً. ستكون هذا التقرير من ثلاث إلى ست صفحات.

يجب أن يعالج تقريرك ~~كل~~ **احد** القضايا التالية:

1. تحديد ووصف الغرض والنطاق والأهداف من المشروع. اعرض هذه المعلومات باستخدام أداة مناسبة.
2. صف كيف يتم إعطاء الفريق مخططاً تفصيلياً للمشروع.
3. وصف الاستراتيجيات التي سيتم وضعها للحفاظ على التواصل مع أعضاء الفريق.
4. صف الأدوات التي سيتم استخدامها لرصد الأهداف أو الأطر الزمنية أو المعالم.
5. تحديد معالم المشروع والأنشطة. اعرض هذه المعلومات باستخدام أداة مناسبة.
6. إنشاء موازنة وربط التكاليف بالمعالم الرئيسية للمشروع.
7. صف كيف ستقوم بتقسيم المهام والموارد بين فريق المشروع. اعرض هذه المعلومات باستخدام أداة مناسبة.
8. صف بإيجاز كيف سيتم رصد التقدم.
9. كيف يتم الاحتفاظ بسجلات المشروع الحالية؟ من المسؤول عن هذا؟ تقديم بعض التوصيات حول كيفية تحسين هذه العملية.
10. وصف الإجراء الحالي لإنهاء المشاريع. قم بإنشاء الإجراء الخاص بك وحدد كيفية تقييم نجاح المشروع.
11. التشريعات التي قد تؤثر على المشروع بما في ذلك الصحة والسلامة ، وتشريعات مكافحة التمييز.

مع تمنياتي بالتوفيق..

The strategies to maintain communication with the team members

Introduction:

Our project is about Ship companies' transports between regions are designated deep-sea shipping, which, financially, is the most effective means of transport. The management of shipping companies aims to help the shipping industry learn and understand the fascinating world. It appears at how ocean corporations are organized and run.

The shipping companies aims to help the shipping industry learn and understand the fascinating world. It looks at the organization and management of ocean-going companies.

Our project is now in the planning step of the project steps, which The team needs a robust plan, as well as time- and budget-conserving. A well written project plan provides guidance for resource collection, finance acquisition and procurement of materials required. The project plan gives the team guidance for quality outputs, risk management and acceptance, stakeholder communications and suppliers' management.

The Plan also prepares teams to identify obstacles during the project, and helps them to understand the project's costs, scope and time frame.

"Communication refers to the process through which information between two or more individuals is transmitted and understood". Communication is an integral part of the organizational process as communication has an impact on the efficiency, decisions and morality of the organizations up and down the organizational hierarchy. Effective communication is thus considered today as the foundation of companies (Von Krogh et al., 2000). Communication strategies are common in the business world, where they are used as part of a corporate plan to describe how people can communicate. One company may have several strategies for various categories of people, such as customers, investors, competitors and employees. Some companies have an internal communication strategy in order to communicate within the company. These strategies are used to

determine what information is to be shared with customers or investors and how this information is to be provided. (Kang, M., et.al, 2017)

Literature review:

By definition, a strategy is the starting point for business conduct. It outlines the ambitions of an organization, outlines its selected direction and describes the main initiatives and projects required to achieve its mission. Communication strategies are common in the business world, where they are used as part of a corporate plan to describe how people can communicate. A single business can have a number of strategies, including customers, investors, competitors or employees for different categories of people.

High performance communication strategies, systems and practices play a key role. The lifeblood of the organizational body is information, understanding and knowledge. A comprehensive and thoughtful communication strategy is an important element for successful changes and improvements.

The communication strategy is designed as a functional strategy that gives the communication function focus and direction. It is supported by a practitioner who plays the functional organizational role of communications manager. Senior communication practitioners and managers make strategic decisions on management and communication with strategic stakeholders as a result of a strategic thought process.

Strategic communication is a clear, concise and persuasive process for presenting ideas. A director should deliberately endeavor to master and use the communication skills strategically, that is, in line with the values, mission and strategy of the organization. (Bucăța, G., et.al, 2017)

Communication is an integral part of any approach to improving performance. Organizations that aim to achieve strategic objectives set well-defined strategies for communication. A well-defined approach involves employees and is in line with the business goals of the organization.

The organizational performance, according to Richard et al. (2009), encompasses three areas of firm outcomes: financial performance (profit, return on assets, return on investment); product performance (sales, market share) and return on the shareholder (total shareholder return, economic value added).

Ricardo (2001) submitted that performance actions can include performance management and leadership development measures that include the required skills and attitudes in building performance management based behavior criteria and relative normative measures, educational and training concepts and instruments. The term 'performance,' which includes effectiveness, performance, economy, quality, consistency and policy actions, should therefore be more broadly based on the above literature review.

According to Wood (2003), "three or more people have to rely on each other over time, follow common rules of conduct to achieve a common goal" Gerald Wilson defines a group as "a collection of three or more people who interact with each other on some common problem or interdependent aim and can influence each other."

Methodology:

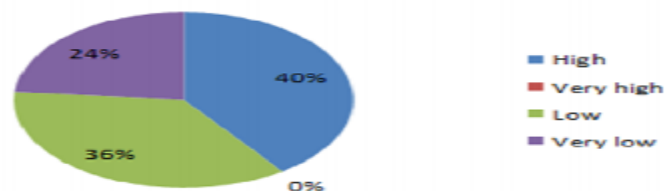
This element gives an overview of the methodology used in the study. The study examined the impacts on organizational performance in Kenya Ports Authority of communication strategies. This study has employed descriptive research design. The target population consisted of 200 employees, specifically from the Department of Corporate Development. 132 employees answered from the questionnaires.

- Impact of organization strategies on organizational communications between teams:

The table below shows the impact of organizational strategies on organizational communications.

impact of organizational strategies on organizational communications.	Frequency	Percent (%)
Yes	73	55%
No	59	45%
Total	132	100%

55% agree that KPA's organizational communications strategies have a considerable impact, while 59% believe that the organization's strategies for organizational communications have no impact.



- Rate of influence of Group Effort on organizational performance:

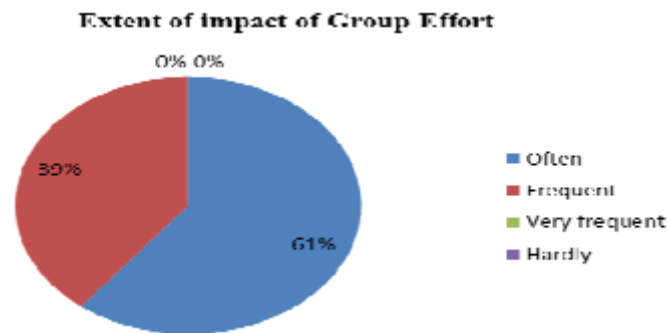
The table below shows the Rate of influence of group effort enhancement on organizational communication

Rate of influence of group effort enhancement on organizational communication	Frequency	Percent (%)
Yes	87	66%
No	45	34%
Total	132	100%

66% agreed to increase the organizational performance of KPA in group efforts as a communications strategy. This is shown by collective tasks assigned to perform their tasks by section heads and managers.

- Effect of group effort on organizational performance at KPA:

The following figure shows the effects of group work on corporate performance



The analyzed data clearly show that the group effort greatly improves the organizational performance at KPA. Group work allows employees to work together for the common good by communicating details of their work to each other in order for their work to be efficient and effective.

 Results and Discussion:

Both theoretical and practical, the findings of these research should be important. Communication strategies are common in the business world, where they are used to inform different groups of people. The communication strategies are used as part of a business plan. A single firm can have several strategies for various categories of people such as customers, investors, competitors or staff. Some companies have an internal communication strategy in order to communicate within the company. These strategies are used to determine what information is to be shared with customers or investors and how this information is to be provided.

The research found that the communication strategies should be applied in order for any organizational performance to be effective;

1. Open- An open environment for communication allows all members of the organization, at all levels, to share feedback, thoughts and critics.

2. This also includes explicit steps to ensure that all employees feel engaged in decisions affecting their daily work. Secret communications organizations can shut off people, which can hamper their participation and lead to lost thoughts and opportunities. The involvement of employees is a key to the satisfaction and success of employees.
3. Double-way communication from top to bottom shouldn't be one-way. There are two-way communications, or discussions, among members of the organizations, which involve effective communication strategies.
4. Business communication results should be driven by results and strategically focused on achieving measurable results. Organizations must consider what employees should know in order to effectively perform their work, to interact with customers and to serve as ambassadors outside the company.



References:

- Kang, M., & Sung, M. (2017). How symmetrical employee communication leads to employee engagement and positive employee communication behaviors: The mediation of employee-organization relationships. *Journal of Communication Management*.
- Mikkelsen, A. C., York, J. A., & Arritola, J. (2015). Communication competence, leadership behaviors, and employee outcomes in supervisor-employee relationships. *Business and Professional Communication Quarterly*, 78(3), 336-354.
- Bucăța, G., & Rizescu, A. M. (2017). The role of communication in enhancing work effectiveness of an organization. *Land Forces Academy Review*, 22(1), 49-57.
- Richard et al. (2009): Measuring Organizational Performance: Towards Methodological Best Practice. *Journal of Management*.