

Everyone's Smart University

Project (Spring 2021)

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Section	Date	Course Code
Master	Thursday 18 / 03 / 2021.	(PMG511)

PROJECT LEADERSHIP

Instructions:

- ☐ آخر موعد للتسليم هو يوم الخميس 2021-05-20 في تمام الساعة ٩ 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 بنموذج 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 تقل عن ثلاث صفحات ولا تزيد عن ستة صفحات).

Instructor's Name: **Dr. Sara Adel**

THE IMPACT OF LEADERSHIP SKILLS ON PROJECT SUCCESS IN **YOUR ORGANIZATION**: A CASE OF YOUR OWN.

Different leadership styles are the key factor in the success of any project. Project Leaders are responsible and accountable for the success/failure of the project. There are numerous responsibilities that are assigned to a Project Leader during the leadership journey.

YOUR MISSION:

Your research/project must provide an overview of information and knowledge in a corporate environment with an underlying theme of **defining leadership styles within applying the hard and soft skills** for that style needed by the leader to ensure successful project delivery in your organization. (You are required to demonstrate your understanding of the relevant body of works to real-life business research).

Choose one only of the following project leadership skills using the tools that we learned during the project leadership course; starting from identifying and assess the case till executing the project.

- Prioritization (Using tools for Estimation – Scheduling – Tracking – prioritizing stakeholders).
- Team management (Using Team structures – Team development stages – Team needs).
- Embracing Accountability (Using RASCI)
- Conflict resolution (Using the Thomas-Kilmann conflict mode instrument).
- Motivation (Using one theory of motivation – Types of motivators).
- Communication in the project.
- Influencing (Using different sources of LEADER POWER).

What you have to do:

Your project task requires the preparation of a full project proposal that should contain the following components:

- **Introduction:** A detailed statement of the problem, research aim, and objectives that you would like to investigate and discuss. **(2 points)**

- **Literature Review and Conceptual framework:** An analysis of the literature relevant to the research topic that will give you the conceptual basis for conducting your research from the previous studies. **(2 points)**
- **Methodology:** Based on the conceptual framework, research aim(s), and objectives, you need to provide a detailed description of the data collection tools, data sources. **(2 points)**
- **Results and Discussion:** Description about the main findings of a research, outline your thoughts to defend your research and to emphasize the significance of it. **(4 points)**
- **References:** Lists all the resources you've used in your project, and your refereed journal articles as well. **(2 points)**
- **Appendices (If it is available in your study):** Any supplementary material you need to add. (Optional)

[Write the names of the chapters/sections of your research/ project and briefly discuss what you will write in those chapters/sections] .

Best of luck...

Dr. Sara Adel

تأثير مهارات القيادة على نجاح المشروع في مؤسستك: حالة عملية خاصة بالطالب.

أساليب القيادة المختلفة هي العامل الرئيسي في نجاح أي مشروع. قادة المشروع مسؤولون عن نجاح / فشل المشروع. وهناك العديد من المسؤوليات الموكلة لقائد المشروع خلال رحلة القيادة.

مهمتك:

يجب أن يوفر بحثك لمحة عامة عن المعلومات والمعرفة في بيئة المؤسسة الخاصة بك وهي موضع الدراسة مع تحديد أنماط القيادة في إطار تطبيق المهارات الخاصة بالقائد والمناسبة لهذا النمط الذي يحتاجه القائد لضمان تسليم مشروع ناجح في المؤسسة. (أنت مطالب بإثبات فهمك لما تم دراسته وتطبيقه بالأبحاث الواقعية في مؤسستك).

اختر واحدة فقط من مهارات قيادة المشروع التالية باستخدام الأدوات التي تعلمناها خلال مقرر القيادة في المشاريع.

- Prioritization (Estimation – Scheduling – Tracking – prioritizing stakeholders).
- Team management (Team structures – Team development stages – Team needs).
- Embracing Accountability (RASCI)
- Conflict resolution (The Thomas-Kilmann conflict mode instrument).
- Motivation (Using one theory of motivation – Types of motivators).
- Communication in the project.
- Influencing (Using different source of power).

ما عليك القيام به:

تتطلب مهمة مشروعك إعداد مقترح مشروع كامل يجب أن يحتوي على المكونات التالية:

- مقدمة: بيان تفصيلي للمشكلة محل الدراسة، تحديد هدف البحث والأهداف التي ترغب في التحقيق فيها ومناقشتها من خلاله.
- دراسات علمية سابقة: تحليل الأدبيات والدراسات السابقة ذات الصلة بموضوع البحث والتي ستساعدك في مجال الدراسة لإجراء هذا البحث.
- المنهجية وطريقة البحث: بناءً على أهداف البحث، تحتاج إلى تقديم وصف تفصيلي لأساليب وأدوات جمع البيانات ومصادر البيانات والأساليب / الأدوات التي ستستخدمها.
- النتائج ووصف المناقشة حول النتائج الرئيسية للبحث: شرح مفصل للمشكلة محل الدراسة.
- المراجع: تسرد جميع المصادر التي استخدمتها في مشروعك، ومنها مقالات المجلات المحكمة أو المواقع المستخدمة للبحث.
- الملحقات (إذا كانت متوفرة في دراستك): أي مواد تكميلية تحتاج إلى إضافتها. (خيارية).

{اكتب أسماء فصول وأقسام (البحث / المشروع) الخاص بك، وناقش بإيجاز ما ستكتبه في كل قسم}.

كل التوفيق لكم جميعاً.....

Dr. Sara Adel

E – Insurance Department project

Introduction:

The E-Insurance or digital insurance is a new function in the Saudi market so as the Saudi insurance companies.

However, now it is common and an important business tool to success and reach the customers and to be able to compete in the market.

Therefore, it has been a necessity for insurance companies to have a dedicated department to handle the full process.

This paper today is about Team management (Using Team structures – Team development stages – Team needs) for a new department of E-Insurance and all related functions and details.

Literature Review and Conceptual framework:

Team is an organized group of people who work together to achieve a common goal, they are committed to work together to complete a well defined work.

Team could be defined mainly in formal and informal, structured to perform specific tasks and emerge naturally in response to organizational or member interests.

Team structure is the base of the team management, and processed by outlining how the activities and communications will be directed in order to achieve the goals of the project and the team

Team structure is the main reflect for the organization structure and process. Team is first element for any project and organization.

We need the team management to determine the relationship, functions and positions and subdivides and delegates roles, responsibilities and authority to carry out any defined tasks.

Team Management:

It could be divide in three parts:

- Team structures:

There are many types of team's structure and It can be chosen as per the leadership style, project type, and team members capability. The main team structures are:

- 1- Top-Down Teams
- 2- Interdisciplinary
- 3- Superstar-Support teams
- 4- Large and Variable-Structure teams

- Team development :

The top well-known team development study has been done by Dr. Bruce Tuckman which outlining the team development in 4 stages:

- 1- Forming
- 2- Storming
- 3- Norming
- 4- Performing

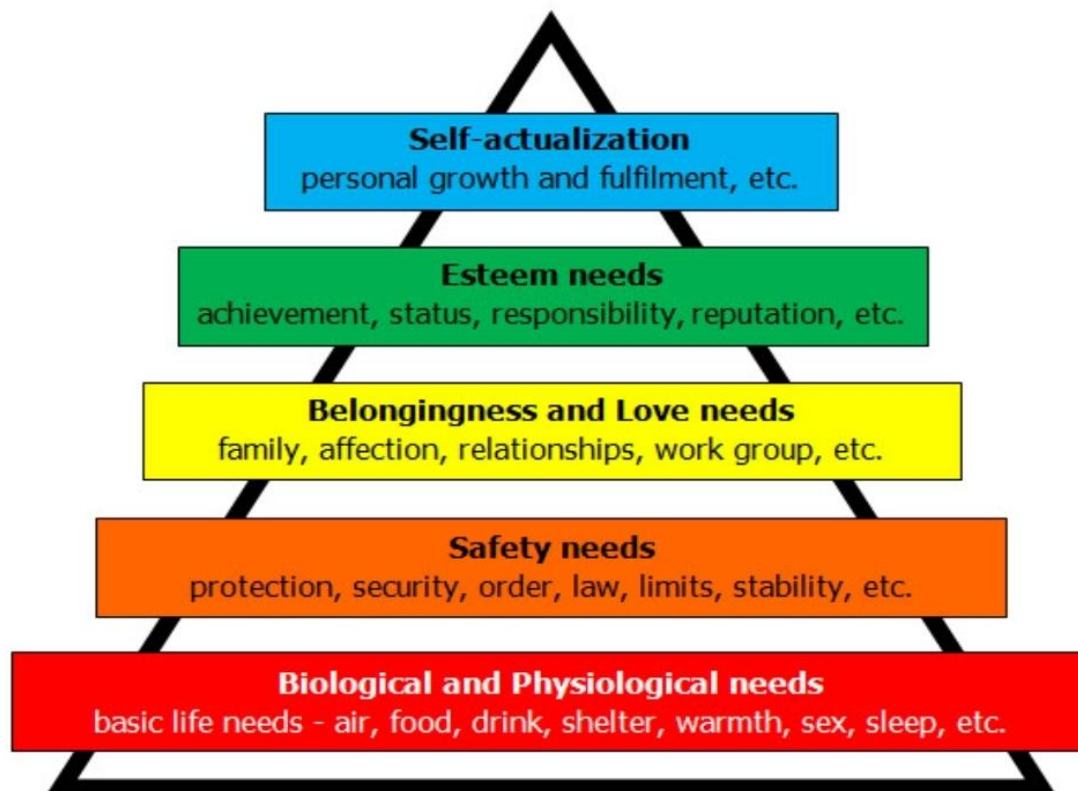
Each stage has it own character and way of treatment.

- Team needs:

The needs of teams are sensitive and need to be prepared and built very carefully. Since any mistake could affect the whole process and will be very hard to fix it later, we have to be read fix the mistake at the right time. Each project and each team has it own need. However, there basic and general needs for all teams and projects. Below are two diagrams to simplify the needs of teams:



An example for real team needs as per Maslow's hierarchy:



Methodology

I used two Data Collection methods to study and implement in the project and team.

1- Experimental Data:

Based on my experience in different teams and projects, I collected huge number of data regarding teams. I lead and work with many teams and have seen many kind of leadership styles and team communications methods. All these can be studied and apply the appropriate one.

2- Simulation Data:

Searched for the best achievements and tried to find out the teams methods to be applied for our team. The search based on the similarity in projects and the team size. Multination search and mix to come out with closest experience.

By studying and analyzing the data, i concluded my plan for the team and what is the best and proper way to the team management and all functions.

Results and Discussion:

We studied methods and strategies for team management and leadership. Alongside with data collection and real case analysis.

With the above and my experience as a team member and team leader, I decide that to build and manage the team based:

- Transparency
- Keep communication
- Providing valuable feedback
- Encouraging collaboration
- Trust in the team to their job
- Prevent team burn-out.

Be clear with the team about all goals, targets, budgets, what we will get, and full concept and details of the project to make them a real part of the team and project.

Communication is healthy for the project success itself and team members. Therefore, keep communicating with them and behave as you are a family.

Feedback is always valuable for the team member and the feedback is could be represented in different ways such as:

- Complement
- Financial reward
- An important lesson
- Professional promotion.

Make the team member happy with their achievements and always looking to achieve more.

Giving delegations and trust will let them do better than work under supervision.

As a team leader, it is important to make your team members in the best possible conditions. Therefore, I need to let them enjoy their live as much as possible by asking them to forget about work and have off days and vacations and to not involve work in their lives after the official hours. These things will make the member more excited to work and have energy to give their best every day.

Reference:

- Dewitt Wallace library – Macalester University
- Meister task
- Project manager.com
- Byte Perceptions