



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

(PMG510)

Project Risk Management

Instructions:

- اخر موعد للتسليم هو يوم السبت 2021-05-08 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 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 line spacing 1.5
- عدد صفحات البحث (لا يقل عن ثلاث صفحات ولا يزيد عن ست صفحات).

Instructor's Name: Eng. Mosaab M. Hamed

Project:

Risk Identification and Analysis (Based on the project you chose in APM)

The objective of this report is to identify project risks, prepare a risk probability matrix, and carry out an analysis of selected risks. Referring to the project you select in **Advanced projects management APM course**, your task is to prepare a risk management plan that identifies potential risks in **the selected stage of the project** and identify risk management strategies.

From the course content and readings, you know that the overall purpose of risk planning is to anticipate possible risk events and be ready to take appropriate action when risk events occur—to eliminate or reduce negative impacts on the project.

You may wish to begin this exercise with a brainstorming about potential risks to get candidate risks “on the table” for consideration. And then identify and refine that wording for risks that have some realistic chance of occurring in this stage. For example, potential weather problems present a real obstacle to completing field data collection by the planned completion date. It is also an issue that the project manager will ultimately have to plan for, as opposed to other issues such as a major disaster (e.g., your office burning down), is not a high-enough probability event that requires much time in planning. As described below, you will select several of the identified risks and carry out a risk analysis.

You will use the distilled list of risks to make a risk probability/impact matrix. The matrix will have at least three categories (high/medium/low) for probability and impact.

Remember that it is important to name risks effectively—use words that describe the risk event and point to the impact on the project (e.g., “injury of field technician disrupts data installation work”).

After completion of the risk matrix, document a risk analysis for the selected risks. This detailed documentation for that selected risk will include:

- a description of the risk and potential impacts (schedule, quality of work, cost, etc.) on the project.
- indicators or triggers that would be monitored to help identify the risk as early as possible.
- specific risk response strategies to take.

Using probability and impact matrix calculate the **Expected Monetary Value (EMV)** for all risks that have the impact in terms of cost \$\$.

Best of luck...

المشروع:

التعرف على المخاطر وتحليلها (بحث مبني على مشروعك الذي اخترته في مادة ادارة المشاريع المتقدمة)

الغرض من هذا التقرير هو التعرف على المخاطر المحيطة بالمرحلة التي تختارها المرحلة من مراحل مشروعك (نفس المرحلة التي اخترت التطرق لها في مشروعك لمادة إدارة المشاريع المتقدمة Advanced project management) حيث أن مهمتك هي تحضير خطة متكاملة لإدارة المخاطر تشمل التعريف بالمخاطر المحتملة التي تحيط بتلك المرحلة وتحضير مصفوفة احتمالية المخاطر ومن ثم القيام بالتحليل لهذه المخاطر المختارة وتحديد استراتيجيات ادارة المخاطر المناسبة لكل خطر على حدة.

من محتويات المقرر والمصادر الأخرى المتاحة أصبحت تعلم الان أن الغرض العام لمرحلة التخطيط للمخاطر هي توقع أحداث المخاطر المحتملة والتجهز لاتخاذ ردة الفعل المناسبة عند وقوع الخطر – لمنع أو تقليل الاثار السلبية على المشروع.

قد تحبذ بداية هذا البحث بعصف ذهني عن ماهية المخاطر التي قد تحيط بتلك المرحلة من مراحل مشروعك, وذلك للحصول على قائمة بتلك المخاطر. ومن ثم تحديد وتصفية هذه القائمة للوصول إلى قائمة مختصرة بالمخاطر التي لها فرصة واقعية أكبر في الحدوث. على سبيل المثال: المشاكل الجوية المتوقعة والتي تمثل عقبة حقيقية أمام اكتمال جمع البيانات من المواقع في أو قبل الوقت المحدد، هذه تعتبر مشكلة على مدير المشاريع أن يضعها في الحسبان. من ناحية أخرى، فإن المخاطر غير الواقعية مثل الكوارث الطبيعية والأعاصير (تلك التي تسبب حريقاً بمكتبك وفقدان الأوراق المهمة) ليست لها احتمالية وقوع عالية وبالتالي لاتستدعي تضيق الكثير من الوقت في التخطيط لها. كما سيتبين لك، ستقوم باختيار عدة مخاطر من تلك التي قمت بالتعرف عليها لتحليلها.

ستقوم باستخدام هذه القائمة المختصرة لعمل مصفوفة المخاطر (الاحتمالية/الأثر). المصفوفة ستحتوي على الأقل على ثلاث تصنيفات (عالي/متوسط/منخفض) للإحتمالية والأثر.

لاتنس استخدام أسماء تصف طبيعة المخاطر بصورة فعالة – قم باستخدام كلمات تصف الحادثة الخطرة وتشير الى أثرها على المشروع (مثل: إصابة أحد الفنيين في الموقع مما يؤثر على أعمال التركيب).

بعد انتهاءك من مصفوفة المخاطر، قم بتوثيق تحليلك للمخاطر المختارة. هذا التسجيل المفصل للمخاطر يجب أن يتضمن:

- وصف للخطر واثاره المحتملة (الجدولة، جودة العمل، التكلفة، الخ)
- المؤشرات والمحفزات التي يجب مراقبتها للمساعدة في التعرف على هذا الخطر قبل وقوعه
- تفصيل للاستجابة المقترحة للتصدي لهذا الخطر

باستخدام مصفوفة الاحتمالات والتأثير ، احسب **القيمة النقدية المتوقعة (EMV)** لجميع المخاطر التي لها تأثير من حيث التكلفة \$\$.

مع تمنياتي بالتوفيق..

Risk of communications on a fashion store opening project

Introduction:

Risk is every event that affects a project, organization, or life in general, positively, or negatively. However, The Oxford English Dictionary definition of risk is as " a chance or possibility of danger, loss, injury or other adverse consequences" . However, One of the most important things in which risks are involved are projects, as when thinking about starting any project, whether it is a new project for a beginner or a project among several projects for a large organization, exposure to risks is mandatory as the future is unknown in all cases. But to avoid these risks, we must study the project well, as well as study the surrounding environment, whether a competitive climate environment ... etc. Therefore, a preemptive plan for these risks is put in place in terms of accepting or avoiding some of them or developing an emergency plan for it, as well as exploiting some risk opportunities that benefit me.

During this research I studied the effect of communications on a fashion store opening project. I was appointed as a manager for this project. Where we will see through this research how I think communication risks have a significant impact on the success of the project, and any failure in it may lead to a negative impact on the project.

Literature Review:

- Communication: The Foundation of Project Management Lecturer, Department of Quantity Surveying and Construction Management, University of the Free State, PO Box 339, Bloemfontein, 9300, South Africa

" The **purpose** of this research was to determine if communication might be a foundation area of project management" During this study it becomes clear to us the importance of the communication issue and that it is the duty of the project manager to be highly qualified to manage the communication in the project, whether it is between

the team members or with the external parties of the project associated with it with high efficiency, as this study, which was carried out by a team of specialists, shows us that communication In the project is one of the most important pillars of the project's success.

Methodology:

First, we must, during a brainstorming session, list all potential risks that have the greatest impact on communication, to develop the appropriate plan for each risk separately.

1. Choose one type of connection method.
2. Not considering the language difference between the team members and not providing a translation.
3. Not documenting project tasks.
4. Not meeting periodically to follow up on the project.
5. Not updating project development and sharing it with all team members.
6. Neglecting to address differences between team members, whether due to a misunderstanding of topics or a desire for priority.
7. Not clearly allocating responsibilities among team members.
8. Not making sure that all team members understand what to do.
9. Uncertainty about the existence of the materials required for the project by not paying attention to the follow-up of suppliers.

After we made a list of potential risks, we must now calculate the probability of these risks and their impact (risk matrix), as previous projects were relied on and simulated to develop an assessment for each risk and record it in the risk register, (low = 1 to 3, medium = 3.5 to 6, high = 6.5 to 10)

No.	List of Risks	Probability	impact
1	Choose one type of connection method.	0.20	35.00

2	Not considering the language difference between the team members and not providing a translation	0.50	15.00
3	Not documenting project tasks.	0.20	15.00
4	Not meeting periodically to follow up on the project.	0.30	12.00
5	Not updating project development and sharing it with all team members.	0.20	10.00
6	Neglecting to address conflict between team members, whether due to a misunderstanding of topics or a desire for priority.	0.70	14.00
7	Not clearly allocating responsibilities among team members.	0.40	20.00
8	Not making sure that all team members understand what to do.	0.30	18.00
9	Uncertainty about the existence of the materials required for the project by not paying attention to the follow-up of suppliers.	0.20	35.00

After we evaluate each risk, not we have to calculate the Severity (Severity= Probability * impact)

No.	List of Risks	Probability	impact	Severity	Score of Severity
1	Choose one type of connection method.	0.20	35.00	7.00	high
2	Not considering the language difference between the team	0.50	15.00	7.50	high

	members and not providing a translation				
3	Not documenting project tasks.	0.20	15.00	3.00	low
4	Not meeting periodically to follow up on the project.	0.30	12.00	3.60	medium
5	Not updating project development and sharing it with all team members.	0.20	10.00	2.00	low
6	Neglecting to address conflict between team members, whether due to a misunderstanding of topics or a desire for priority.	0.70	14.00	9.80	high
7	Not clearly allocating responsibilities among team members.	0.40	20.00	8.00	high
8	Not making sure that all team members understand what to do.	0.30	18.00	5.40	medium
9	Uncertainty about the existence of the materials required for the project by not paying attention to the follow-up of suppliers.	0.20	35.00	7.00	high

After we see the result of the evaluation for each risk, we can now prepare the plan to response to our list

No.	List of Risks	Probability	Impact	Severity	Score of Severity	Response plan	Mitigate Action
1	Choose one type of connection method.	0.20	35.00	7.00	high	Make sure that all communication channels will be used, call, meetings, documents, emails, messages	Ensure that it is sufficient and fulfills all requirements and that through it the project can be managed and completed successfully
2	Not considering the language difference between the team members and not providing a translation	0.50	15.00	7.50	high	Ensure that everyone knows a common language, otherwise I must provide an interpreter, and in the case of correspondence or writing reports, it is preferable to write it in several languages.	I must translate all requirements for all individuals
3	Not documenting project tasks.	0.20	15.00	3.00	low	Make sure to put a project document with all the details	Assign one of the team members to document the details
4	Not meeting periodically to follow up on the project.	0.30	12.00	3.60	medium	From the beginning of this project, we must schedule a weekly meeting to	Try to do it through conference call, or zoom meeting

						share the update and the progress	
5	Not updating project development and sharing it with all team members.	0.20	10.00	2.00	low	Make sure to put a project document with all the details	Assign one of the team members to document the details
6	Neglecting to address conflict between team members, whether due to a misunderstanding of topics or a desire for priority.	0.70	14.00	9.80	high	From the beginning of the project I have to clarify that our goal is the success of the project and we have to support each other to reach to our target and make sure once any conflict a raise between the team member to solve it immediately	Try to calm the disagreement until the end of the project
7	Not clearly allocating responsibilities among team members.	0.40	20.00	8.00	high	Make sure that every member knows exactly what his role in this project is and what is the target date for his task to deliver it	Reconsidering the responsibilities with all members to ensure that they understand them and are ready to assume them

8	Not making sure that all team members understand what to do.	0.30	18.00	5.40	medium	Make sure that every member knows exactly what his role in this project is and what is the target date for his task to deliver it	Reconsidering the responsibilities with all members to ensure that they understand them and are ready to assume them
9	Uncertainty about the existence of the materials required for the project by not paying attention to the follow-up of suppliers.	0.20	35.00	7.00	high	From the beginning of the project, a plan for the supply of materials and suppliers must be developed with all means of communication and follow-up periodically to ensure that there is no delay or shortage of materials.	Attempting to take advantage of all available materials and reschedule the work until the required is supplied

Results:

As a result of all of above, beginning from listing the risks to risk matrix till we prepare the response plan, now we can calculate the EMV (Probability * Impact cost SR) to see the cost of each risk, however, by this way we will see exactly the Risk contingency cost (please note that we are studying this based on previous projects cost, also all amount is in SAR)

No.	List of Risks	Probability	Impact cost SR	Risk contingency
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1	Choose one type of connection method.	0.20	3000	600.00
2	Not considering the language difference between the team members and not providing a translation	0.50	2000	1,000.00
3	Not documenting project tasks.	0.20	500	100.00
4	Not meeting periodically to follow up on the project.	0.30	1500	450.00
5	Not updating project development and sharing it with all team members.	0.20	700	140.00
6	Neglecting to address conflict between team members, whether due to a misunderstanding of topics or a desire for priority.	0.70	4000	2,800.00
7	Not clearly allocating responsibilities among team members.	0.40	3500	1,400.00
8	Not making sure that all team members understand what to do.	0.30	1500	450.00

9	Uncertainty about the existence of the materials required for the project by not paying attention to the follow-up of suppliers.	0.20	3500	700.00
	TOTAL		20200	7640

Discussion:

Through this research, we were able to identify the types of risks that we face due to communications, and how they are calculated and evaluated

Through the mathematical operations, we were able to determine the risks that must be focused on intensely and not neglected and risks it is important to consider, but not of the importance of the first category. As for the last type, it is the risks that it is desirable to identify, but we must not waste time in it and in calculating its cost.

Finally, we were able to determine the reserve budget that must be put in place for the emergency plan, which is at a cost of 7,640 SAR

References:

- [Fundamentals of Risk Management, 4th Edition Paul Hopkin](#)
- <https://www.sciencedirect.com/science/article/pii/S2212017314002813>