



جامعة الجميع الذكية
EVERYONE'S SMART UNIVERSITY

Everyone's Smart University

Assignment- 1 (Spring 2021)

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Section

Bachelor

Date

18 / 02 / 2021

Course Code

(MGM111)

Principle of management

Instructions:

يجب حل الواجب و تعبئته في هذا النموذج وتحويله الي PDF ورفعته مره اخري للتقيم.
الحل باللغة العربية او الانجليزية.

Instructor's Name: **DR. MAGDY ALHAJ**

(Discuss the relationship between Functions of Management and function of project)

(ناقش العلاقة بين وظائف الإدارة ووظائف المشروع)

In all management parts, functions or operations play a fundamental role in the success of it as well as projects which are considered part of it, in my following answer; I will be mentioning the functions of both management and projects, following up with a conclusion.

Functions of management have four main sections/parts and they are the following:

1. **Planning** – It's determining the objectives and formulating the methods to achieve them. During planning, there are questions that need to be asked:
 - What is my objective?
 - What are the required resources I need to accomplish them?
 - What are the methods to achieve the objectives?
 - And lastly, is this the optimal goal?

There are many types of planning, like: Purposes or missions, objectives, strategies, policies and more.

Also, there are 7 steps in planning which are:

- 1- Determining goals and objectives for the whole organization.
- 2- Making assumptions on various elements.
- 3- Decide the planning period.
- 4- Examine alternative courses of actions.
- 5- Evaluate the alternatives.
- 6- Real point of decision making.
- 7- Make derivative plans.

These are the steps to make a good plan.

2. **Organizing** – in which one assembles and coordinates the human, financial, physical, informational and other resources to achieve goals. Organizing has the process of the following:
 - Determine what's to be done.
 - Assign tasks: departmentalization.
 - Link departments.
 - Decide authority, responsibility and delegation.

- Decide the levels at which decisions are to be made/centralization vs. decentralization.
 - Decide how to achieve coordination.
3. **Leading** – it's stimulating people to be high performers. It's directing, motivating, energizing, and communicating with employees to understand the part they play in achieving organizational goals. It leads to being able to:
- Provides positive and dynamic leadership.
 - Ability to command people, directing / leading.
 - Provides maximum opportunities.
 - Provides proper motivation of personnel.
4. **Controlling** – it's simply monitoring progress and making changes. It has four steps in its process:
- 1- Establish standards of performance.
 - 2- Measure actual performance.
 - 3- Compare performance to standard.
 - 4- Take corrective action.
- The three controlling concepts are:
- Feed forward control.
 - Concurrent control.
 - Feedback control.

Functions of management can have five sections if staffing is included but it's mainly four sections.

Functions of projects are also four main sections/parts and they are the following:

1. **Product** – it's an item offered for sale. it can be a good or a service.
2. **Marketing** – it is the promotion of a business, service or a product targeting a specific audience. Like commercials etc.
3. **Human resource** – it is the department or division of a business or an organization that is in charge with finding, screening, recruiting and training job applicants or employees.
4. **Finance** – describes the activities associated with banking, leverage or debt and investment. It represents money management and the process of acquire needed funds.

In conclusion, we see that the functions of both projects and management are connected in many ways, for example: if I have a project I need to plan for the project clearly using the first function of management I also need to organize my project to reach the goals in the utmost way possible; moreover, I need to control the project so I can get to the desired goals and objectives in the right way. Lastly the project is a part of the management and I can't finish a project without managing it the right way and I can't manage without having a project to manage.

- Hiba Othman