



جامعة الجميع الذكية
EVERYONE'S SMART UNIVERSITY

Everyone's Smart University

Assignment 1(Spring 2021)

Student Name

علاء الدين صلاح محرم محمد احمد ناشي

اسم الطالب

Students I.D 2021202043

الرقم الجامعي

Section

Bachelor

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Course Code

PMG101

PROJECT MANAGEMENT

Instructions:

أكتب في حدود صفحة واحدة الى صفحتين كحد اقصى كاجابه للتكليف (assignment) ويمكنك الكتابة باللغة الإنجليزية او باللغة العربية وفي هذه الحالة اكتب المصطلحات الرئيسية بالانجليزية بين قوسين وبعد الانتهاء حول الملف الى pdf وارفعه على Moodle. سيكون هذا التكليف من ٤ درجات وسيتم اغلاق هذا التكليف يوم الاثنين ١ مارس ٢٠٢١ الساعة ٩ مساءً بتوقيت السعودية (اي انه لن تكون قادر على تسليم هذا التكليف بعد هذا الوقت). وبالتوفيق لكم طلابي الأعزاء.

Instructor's Name: Dr. Walaa Mohamed

Question:

Al Baraka Construction Company will start a project to create a residential compound in a new city:

- 1- Put phases of project management and activities that will be done inside each phase from your point of view.
- 2- You are required to identify all the internal and external stakeholders of this project from your point of view.

السؤال باللغة العربية:

ستقوم شركة البركة للإنشاءات ببدء مشروع لعمل مجمع سكني بمدينة جديدة:

- ١ - ضع مراحل إدارة المشروع والأنشطة التي ستكون داخل كل مرحلة من وجهة نظرك.
- ٢ - وحدد كل أصحاب المصالح الخارجيين والداخليين في هذا المشروع من وجهه نظرك.

الإجابة:

1- Put phases of project management and activities that will be done inside each phase from your point of view.

Project management stages :-

The success of a project management application depends on managers 'implementation of a set of basic stages, namely:

- **Project planning:** it is the first step and stage of project management; Where a case is studied in order to formulate a specific idea for the project, and then define its objectives, and the expected results of it; By implementing a detailed plan that helps to program the work of the project, and planning for the project includes the application of the following steps:
 - o **Building a special frame in the project;** It is a logical framework that consists of a set of steps that must be implemented, and upon reaching their end a complete picture is obtained about the project and the purpose of its establishment.
 - o **Preparing the work plan;** It is a method that helps link available resources and project results; As this plan contributes to clarifying the perception about the appropriate steps for the progress of the project; So that the facility can reach the goals and achieve the tasks required to carry out its work.
- **Project organization:** it is the process of using resources to compare them with the activities previously defined. Where the need for human resources and used in project

management is studied, and procedures for its interim evaluation are then designed; In order to arrive at determining the costs needed to start implementing the project, the following is information on the steps used in organizing the project:

o human resources; Human resources are very important and help to implement the project, and human resources must define the tasks expected of each employee, and these tasks are linked with the activities previously planned, and each seeks to achieve the goals of the project.

Documentation and reporting; Documentation is one of the important activities of project management, as it is considered a way to follow up on all works and developments related to them, and reports are the means that help determine the effectiveness and efficiency of projects by analyzing the existing situation, listing development points, and providing recommendations that help to enhance the workflow.

o Establishing systems for evaluation and follow-up, and follow-up is known as recurring processes that seek to obtain information about all project activities and actions; In order to verify its progress according to the action plan, as for evaluation, it is the measurement of performance related to a specific and predetermined activity. In order to contribute to the issuance of final judgments about that activity, and the extent of its ability to reach the objectives expected of it within a specific period of time.

o Preparing the project financial budget; It is a financial plan that contains information on the operating costs of the project, helps to ensure all resources used in the implementation of project activities, and contributes to providing monitoring tools to follow up the work by comparing the actual expenditures and the planned expenditures.

Implementation of the project: it is the actual implementation of the project. As this step depends on the previous two steps, so the presence of appropriate planning and detailed organizational elements are foundations that help transfer the project to become realistic and objective, and this step includes the application of the following sub-steps:

Follow up on the project; Whereas, it is important when implementing the project to pay attention to its follow-up by following up all available resources, and comparing them with the objectives and expected results.

o Marketing the project; It is the provision of individuals' needs by relying on many foundations, such as analyzing their desires, choosing the appropriate market for the products to reach them, studying production costs and comparing them with the purchasing power within the community.

Project evaluation: is the last step in project management. As one of the duties of project managers is to make sure that they are achieving their goals, but not showing great interest in the final evaluation of the project; Therefore, it is necessary to return to the objectives previously set; In order to ensure the extent to which it matches the predetermined plans.

2- You are required to identify all the internal and external stakeholders of this project from your point of view.

Types of specialized departments Project Management :-

Projects depend on the use of a group of specialized departments in managing them, and the forms of project departments vary according to the nature of each project, and the following is information about the most important types of project management:

- **Basic project management:** It is one of the most widespread types of project management, and it depends on the role of the project manager who has the authority to implement the project's administrative functions, including directing, organizing, controlling, and planning, and the project manager can work directly with any level of the facility; In order to reach the achievement of the special objectives in the project.

Program management: It is a management term that is used simultaneously with project management. This is due to the similarity between projects and programs, according to the following matters:

- o Each of them pursues goals that they must fulfill.
- o Each is concerned with the time allotted for achieving goals.
- o Each of them depends on having action plans and financial budgets to achieve specific goals.
- **New risk management:** It is a type of project management applied in establishments and concerned with consumers by introducing new products to them. This term was agreed upon through the role of the enterprise risk management team, which seeks to find new markets commensurate with the establishment's resources and capabilities.