



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 2021-05-20 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

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 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.

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. سيتمكنون هذا التقرير من ثلاث إلى ست صفحات.

يجب أن يعالج تقريرك كل من 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 ميزانية 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.

1.0 Introduction

Project management is one of the most important sciences related to human life. As project management at various levels and types of levels aim to organize operations for the benefit of individuals and groups. Management of project is processes contribute to finding the best solutions to problems during the project life cycle and as well think out processes that are implemented in good way with the nature of the professional or organizational environment through operations research, and analysis of management systems and information management systems. Project Management is initially aim at reflecting the results of different project on the system and the management reality and investing this in developing and improving the project to be success. (Team, 2009)

I have been assigned by company to manage project of recycling the plastic as Plastic waste is harmful to the ecosystem and company may change this loss of environment materials to produce the same material and reducing the wasting of cutting the tree in forest which will guide to global warming and may lead to make other side effects to our health. although Trying to find another source to use instead of plastic will save our materials for next generation.

There is three steps project manager need to follow up during the project life cycle:

Quality of the product: the way of produce it, as customer need find the product is designed in way that does not look its recycled.

Duration of his project: as well company need their requirement with the setting time to avoid losses and wasting the materials.

Financial status the project: To ensure that we are controlling the cost of recycling the materials which should not be more cost than what company expected from me and monitoring the status of the project.

1.1 Scope of the project

Project need to services all cites of Saudi Arabia and customer need to be advised to reduce the wasting of raw materials so we can save our resources.

2.0 Literature review

Previous studies are defined as books or research that have deal with scientific research or an important aspect of it, and are intended to obtain information and data, to enhance the content of the research while at the same time arriving at new results not reached by the previous ones and criticize those studies if there are negatives in them.

2.1 Study how adjust the milestone for the project

One of the defining characteristics of a project is that it lasts for a specific period. This can be anything from a few weeks to several years, and in some cases, for large-scale construction projects or public works, and contracts. To track progress along the way and ensure that key deliverables are met on schedule, project managers use milestones. A project milestone is a zero-period task which signifies project completion. They are used to show movement, move forward and show people what's going on, even if they don't have detailed knowledge of the tasks involved in getting there. In this regard, they are very useful for communicating with stakeholders and setting expectations. (Skyler, 5 sept 2019)

2-2 profit of having millstone to make the project success

Creating your forms and follow the deadline and be highly functional to know the template that you can use to keep track of your project deliverables. Having such a schedule ensures that tasks are completed right on schedule and that there is predictable progress on the project. Timetable templates like this also aid in project management, especially in the area of planning and anticipating activities that are required by various aspects of a project. (Harned, November 5, 2018)

3.0 Methodology

Before doing the project need to study the project and know more the advantages and disadvantages and need to collect the data are as follow steps:

Survey to know more details what the people opinion about recycling the materials, are they interested to use the materials.

Searching through many different sources and website to get the data.

Meeting with expert person and business investor and know more how their business is running.

4.0 Discussion

The process of manufacturing products involves the acquisition of raw materials from many different sources. those materials maybe from a forest or a natural. It is usually transported to the place of manufacture by land or sea and is an energy consuming process.

Usually, the waste is disposed of by dumping or burning in a dump. This method takes up a vast tract of land and can pollution groundwater, while burning it may lead to global warming.

We are going to use the below milestone to know if the project is achieving the time discussed earlier.

Milestone Name	Baseline Completion Date	Actual Baseline Completion Date
1- Planning	28-06-2021	28-06-2021
2- implementation	02-07-2021	02-07-2021
3- Development & Testing	01-09-2021	08-10-2021
4- project Go-live	01-12-2021	31-12-2021
5- Post Go-live Support	30-01-2022	30-01-2022

During the planning phases project team will check the requirement for project and how to get the materials as our material is rare to find and people must be informed where to keep.

Implementation how and where to implement the project and checking the availability marketplace which to save the logistic to transfer the materials with way to save the transportation cost.

To do the testing and develop our services and find the best quality that our machine can manufacture the material and checking with our quality team if the quality of material is meeting the customer requirement before we provide our product to market.

After testing the project, we will look forward to doing testing start up for our project as we will check the project capacity and how our company can satisfy our vendors.

Go live support is processed to engage staff to ensure the solution is used correctly.

4.1 Result

Our project will guide to reduce of pollution and keep this resource ready to use it again for other purpose, as well provide job opportunity for employees to support the people for earing, as well our company can earn huge profit since we are buying the materials for cheap amount and reinvest this material with provide best quality materials which meet customer requirement. Saudi Arabian government will reduce the import of such materials as our company will be the leader in the market.

References

- Harned, B. (November 5, 2018). *How to Use Milestones in Project Management*. liverpol: Brett Harned. Retrieved from <https://www.teamgantt.com/blog/the-how-and-why-of-using-milestones-in-your-project-plan>
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- Team, A. (2009). *project management in general*. berlin: APM Team. Retrieved from <https://www.apm.org.uk/resources/what-is-project-management/>