



جامعة الجميع الذكية
EVERYONE'S SMART UNIVERSITY

Everyone's Smart University

Project (Spring 2021)

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Section	Course	Code	Date
Master		Thursday	18 / 03 / 2021.
(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 الإنجليزية.
- 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~~ **Eng. Dr. Akram M. S. Ali**

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~~ **ONE** 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.

Best of luck...

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. ستكون هذا التقرير من ثلاث إلى ست صفحات.

يجب أن يعالج تقريرك ~~كل~~ **احد** 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 موازنة 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..

Advanced project management

➤ Introduction

Project management interests are increasing considerably and the sector is expanding around training and education for project management. Professional organisations around the world are implementing ever more criteria and certification systems for project management. Trainers and consultants create an infinite range of training and evaluation methods. Training, methodologies, etc. organisations invest. The professionalism pattern and standardisation emphasis are however questioned, since the interpersonal and personal competences of project managers outside of the project management norms seem to be more important to the success of their workplaces than those emphasised in the tools and techniques.

Moreover, the inability to schedule correctly and monitor within reasonable limits, despite the increased interest in project management and project management in recent decades, are a frequent occurrence and projects fail at a surprising pace. In reality, there is little or no empirical evidence that qualified or certified project managers in today's dynamic environment are more competitive than "accidental" project managers.

Scope of the project

The project is a document describing the parameters of the project, the project work done within the project limits and work carried out beyond the project limits — variables defining and deciding the actions of a system. Typically, the scope of the work (SOW) is a written document which defines the project outcome. The project scope decides what to do and how to carry out the project.

- Definition of scope: The average life span of the product at cooling temperatures is 21 days and up to 6 months. This product will be sold in frozen condition to 8 and 12-unit plastic tubes
- Product acceptance criteria: the company plans to supply items to be made available in six once pressurised bowls. Particular attention was paid to the development of a label which highlighted the gourmet/special character of the products.
- Project restrictions: the distribution of CAF food products will begin in the local market zone. in Saudi Arabia The food products of our company are known in this area and they should be introduced with little resistance.
- Project assumptions: financial analyses show that the cash and benefit in the first year of the company are both optimistic. The estimated equity return for the first year is 10.88%

➤ Literature review

The aim of the literature review is to study how companies can gain sustainable competitive advantages by aligning strategic business goals and project management strategy. The literature review focuses on the lack of coordination between the company and the project plan, which is believed by Lanka & Martin (2007), if not the main reason for project failures, is significantly involved. This will examine the role of portfolio management in a project and its strategic skills and capacities, as well as the effect on the organization's internal assets and on sustainable competitive advantage, as well as several models of strategic project management.

Field research in the last ten years has shown that organisations, especially when developed and refined, still have the benefits of a project management system (Kwak & Ibbs 2000; Bryde 2003a; Marques, et al. 2011; Crawford 2012). This is backed by the use, as Fortune et al said, of PM methodologies and instruments by the project management sector between 2002 and 2011. (2011). Despite the greater use of PM, there is still a debate on the value of PM as regards the outlook on project success or failure. These factors are identified in the De Lancer and Holzer (2001) groups, mainly rational/scientific and political/cultural, in order to clarify some elements that affect project success.

➤ Methodology

This analysis is focused on the approach of description. We focus on project management studies based on previous study and collection of literature. The results of this study test subjective and theoretical speculation as regards who carries out projects. The project managers are interested in projects and for the team, the project owner and the project sponsor, the project management activities are heavily involved.

Project management process

The start-up of the project is close to a new company. The project leader designs the project infrastructure for design and implementation. The Project Management Team must create alignments among the main stakeholders at the early stages or definitions of the project, who share interest. The Project Manager shall hold one or more kick-off meetings or harmonisation sessions to organise the various sections of the project and start working effectively in building the project team.

The project management team refines the scope and sets a timely and conceptual budget before the start-up of the project. The project team develops a plan to run the project based on the project profile. The strategy to create and track the precise schedules, acquisition plan and budget building plan and cost estimate and recording at the start of

the project. Plans, including information infrastructure, networking and customer satisfaction monitoring, are also developed during the startup phase.

Methods of recording processes in conjunction with project planning are flowcharts, schemes and matrices of accountability. This first draught document captures the perspective of the team members in the history and intuition of the project. These methods and processes are established and examined in order to enhance the project's organisation.



Communication strategies for team members

Via e-mail, videoconference, telephone calls and tweets, the project teams interact face-to-facially and nonverbally. No matter what media they use, project teams optimise their chances by creating effective strategies to remind people of the events.

Principal strategies:

- Ordinary meetings:
 - hold monthly planning meetings with the entire team, enabling all team members to share thoughts and exchange status reports during work and changes in this project.
 - Limit meetings to 50 minutes, to prevent time spent; this allows everybody a couple of minutes for management or downtimes – or just an opportunity to get to the next meeting.
- Using online resources for collaboration:
 - Online project management resources offer up-to date knowledge for all kinds of projects.
 - Collaboration tools encourage the project management and workflow for team members and other stakeholders.

Instruments for monitoring objectives, timescales or milestones

Project tracking is a form that monitors task progress in a project by means of project management. By tracking the project, I can compare actual progress with planned progress and identify issues that can impede the maintenance of the project on time and on budget.

Tracking project allows you to know what has been done and how these tasks have been performed and to help generate an overview of value by measuring project variance and tracking milestones.

Project monitoring is relevant through the use and overview at all stages of the life cycle of projects, risks and milestones in project monitoring software and project management strategies. For other projects, specific information, such as progress reports, may be obtained that provides further insight into results and success. The project team and stakeholders will then share these data with them in order to update them.

Project milestones and activities

Simplified milestone schedule for various phases of an AMD project																	
Duration (years)		2018				2019				2020				2021			
Task list	Quarters	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4
Pre-construction samplig																	
Semi-annual reporting																	
Surveying and engineering																	
Permitting																	
Construction																	
Post-construction sampling																	
Final report and project close-out																	
Note: if schedule changes, or needs modified, funders, stakeholders, contractors etc. must be notified in advance.																	

Budget

The project budget is the cumulative sum allocated to a given project purpose for a certain duration. The purpose is to track project costs within the agreed budget and to achieve the expected project goals.

Monitoring of the project

The progress of the project is tracked by observing several moving pieces. Most project needs several team members, who address various aspects of the project, including budget, scope, time, resources and tasks at the same time. Precise and effective surveillance helps to adhere to the timetable and detect issues early on to ensure that the project succeeds.

Monitoring steps:

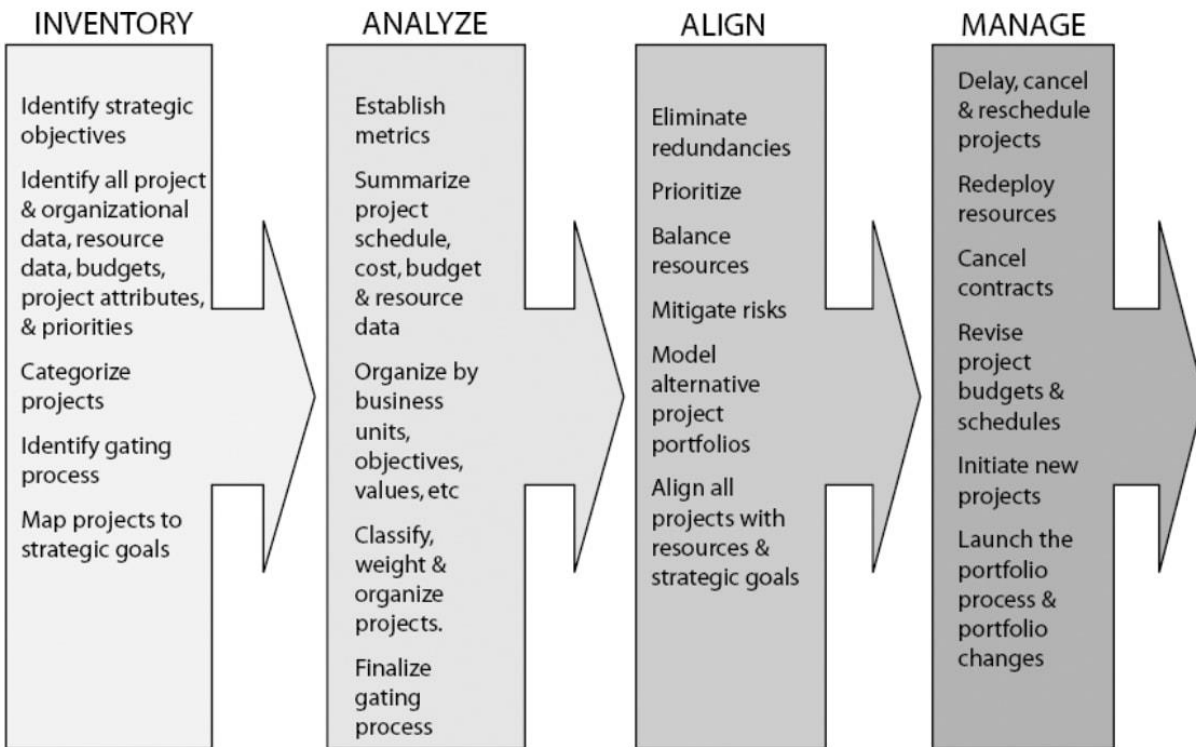
- Clarification of expectations
- As the project comes down, you know the project's aims and results and the way to accomplish them, with a robust plan that sets out the scope of the project, the activities required for the final outcome and the time frame for everything.
- Communicating consistent project goals helps team keep track of the project and simplifies tracking.
- Set regular intervals for monitoring

Records and recommendations to enhance project maintenance

The record in an agency which serves as evidence or guidance is the document or electronic data store. Project records management is a systemic mechanism that allows people to maintain records for use in the future. Details are outlined which are suitable for the project. The management of project records therefore needs to be closely monitored and kept. The management steps to ensure that the process of record planning is successful are described below:

- To delegate specific roles or to assign individuals to the classification of documents in an organisation.
- IT professionals are assigned to create systems for the support and management of records.
- Managers must make sure team members know the protocols for record keeping.
- The record keeping process should review documents to be stored.
- Save different file types with a file plan.
- Develop retention schedules that can vary according to the operation between tasks.
- Plan how information is transferred to methods of recording.
- Develop an email integration plan.
- Planning of the process of enforcing social content.

Current process for project completion and project performance assessment



➤ References

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