



جامعة الجميع الذكية
EVERYONE'S SMART UNIVERSITY

Everyone's Smart University

Project (Spring 2021)

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Section

Course

Code

Thursday

Master

Date

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(PMG506)

Advanced project Management

Instructions:

- اخر موعد للتسليم هو يوم الخميس 2021-05-~~820~~ 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 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..

Grocery shop Project

1. Introduction:

The grocery business is distinctive in many ways, primarily due to the diversity of consumers and the unique distribution models of the retail sector. From mom and pop stores to giant supermarkets to online grocery stores, the grocery business operates across channels. However, most of grocery business happens through the unorganized sector, which mainly comprises of small stores.

These stores have a personal connection with their customers and are well versed in customer preferences, which in turn enables them to stock locally relevant products. People prefer buying their monthly supplies from these local stores for various reasons such as proximity, availability of credit, and the option to return/exchange products.

2. Grocery project location and area: -

If you have a house in a city, village, or popular neighborhood, you can take advantage of one of the shops below or part of the garage, and if the ground floor is an apartment, you can take advantage of the outside room overlooking the street and turn it into a grocery project. The area of the shop is more than the area of the regular room, and the larger the space, the better, because the large area gives you many important advantages such as (the ability to organize the store, the ability to expand and introduce new products in the future, ease of movement and stacking of goods).

3. Project headquarters equipment: -

You can make cheap ceramic floors and paint the walls in a light color to give an impression of the breadth of the space. You can also install white lighting units provided on the ceiling of the shop. You can also install wooden shelves in the three sides of the room. You can also put a bank or showcase to be a separator between the seller and the buyer. Different products, also you need a chair, and you can add a TV and a ceiling fan or a stand.

4. Foodstuffs that must be available in the shop: -

(1 kg ghee boxes, 2 kg ghee boxes, ghee bags, jam wrapped boxes half a kilo, 1 kilo sesame sweetness, half a kilo of halva, half a kilo of halva, a brown honey carton half a kilo, regular triangles cheese boxes, a quarter kilo feta cheese carton A carton of feta cheese half a kilo, a carton of normal oil, a carton of corn oil, a jar sauce, a jar tahini, tahini envelope, envelope sauce, small pasta bags, spaghetti pasta bags, pen pasta bags,

Persil bags 1 pound, Ariel bags 1 pound, a plate Herring, a salt plate, cheese plate, a kilo of large tea, a kilo of medium tea, a kilo of small tea, best juices, canned juices, a mixed treasure carton, a yogurt carton, a jelly carton, a cream caramel carton, a vegtar carton, a béchamel mix carton, a vinegar carton. Baking powder and vanilla carton, a large tuna carton, a small tuna carton, a Moroccan sardine carton, chlorine bags, Pril bags, white washing soap, a fragrant soap, a half-kilo tin of molasses, Nescafe bags, a variety of children's sweets).

Note: - The aforementioned goods represent about 80% of the total merchandise in any successful grocery project.

5. Necessary tools and equipment: -

Shelves must be installed to stack various foodstuffs, as well as a large showcase and a refrigerator should be purchased to store food that spoils due to heat. It is better not to buy the refrigerator or showcase in a new condition, because buying them in a used condition will save you a lot of money. You can also contact some food industry companies such as Pepsi, Coca-Cola, Fayrouz, Nestle, Galaxy or others to get free refrigerators from them in exchange for selling their products.

6. Grocery project labor: -

A grocery project needs only one person to work, and it is preferable for the owner of the project to work on his own, and if he is an employee or has some work that requires him to leave the shop for a few hours on a daily basis, it is better to employ a person from the family in the shop such as his wife, brother or son at times when he is absent Without giving him a salary, of course.

7. Monthly variable costs: -

Assuming that you will buy goods worth 4000 pounds per month and this is a very realistic figure, and assuming that you will pay 200 pounds for electricity and garbage costs, and assuming that there is a monthly damage of 2% of the total price of goods, i.e. 80 pounds per month, and assuming that you will not pay the salaries of workers or Rent, the total monthly costs will be 4,280 pounds.

8. Expected monthly profits: -

At least, monthly sales of 5500 pounds will be achieved, and from this figure we subtract the total monthly costs (-4280 EGP), and we will produce the expected net profit for each

month, which is about 1220 EGP. Certainly, this amount is not large, but it is good for many groups in society. It may also increase if the owner of a grocery business succeeds in selling more quantities of the food available to him.

9. Organization of work and division of responsibilities:

Often the grocery project has a small number of employees, but when the tasks are arranged, this grocery becomes very effective. One of my plan in this project is to employ three employees, and distribute the work among them as follows: accountant, customer service, delivery of orders to the neighborhood.

10. Conclusion:

Important commitments to the success of a grocery project: -

Love this kind of project.

Full-time for a long number of hours on a daily basis

Providing goods that are commensurate with the quality of the population and the people in the area to ensure their sale.

Smile in the face of customers and deal with them in a good way to ensure their return.

Not to cheat or sell at prices higher than the prices of the market and other stores.

Knowing the needs of customers and their requirements, and you will know the goods that they do not prefer and do not accept to buy. Certainly, the required goods can be bought in more quantities and the goods that are not needed are purchased in very limited quantities.

12. References:

- **How to Manage Projects Paperback – 3 July 2019**

by Paul J Fielding (Author)

- **Project Management for Small Projects, Third Edition (3rd ed.)**

By Sandra F. Rowe (Author)