



جامعة الجميع الذكية
EVERYONE'S SMART UNIVERSITY

Everyone's Smart University

Assignment 1 (Spring 2021)

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Section

Master

Date

Thursday

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Course Code

(PMG506)

Advanced Project Management

Instructions:

- ☐ يغلق الواجب يوم الإثنين ١ مارس في تمام الساعة ٩ مساءً.
- ☐ الواجب سؤال واحد مقالي من ٤ درجات.
- ☐ الإجابة متاحة باللغة الإنجليزية أو اللغة العربية مع مراعاة أن تكون المصطلحات العلمية تكون باللغة الإنجليزية.
- ☐ يرجى ضرورة التحويل إلى صيغة pdf بعد الانتهاء من الواجب ورفعته على المودل.

Instructor's Name:

Eng. Amaal Aburumman

As a project manager I will develop and implement the communication management plan of new staff recruitment and selecting process

1-Plan Communication Management:

Define and analysis the stakeholders' information, needs and requirement and organizational process assets. (whom)

Employment new staff (why) within the next three months (when)

Set a team(who)

Select the method of communication (how)

Reports Meetings presentations online databases and email feedback

2- Manage Communication:

Collecting and distributing information in appropriate time

Project plan

Manage resource plan

Project document

Lesson learned register

Quality report

Risk report

Stakeholders register

Environmental factors

Communication technology

Conflict management

Use formal and informal methods Online database online schedule status reports project team meetings chat

3-Control Communication:

Monitoring the work performance and progress and provide

Project management plan updates Information management systems performance reports status review meetings project documents updates feedback expert judgment.

Managing Conflicts:

listen carefully.

focus on behavior not personality. conflict is normal. set a positive example. avoid escalating tension. use a mediator.

If the communication plan correctly run the project well implement on date.