



جامعة الجميع الذكية
EVERYONE'S SMART UNIVERSITY

Everyone's Smart University

Assignment 1 (Spring 2021)

Student Name	Jawad Badran	اسم الطالب
Students I.D	2021200874	الرقم الجامعي

Section

Master

Date

Thursday

18 / 02 / 2021.

Course Code

(PMG506)

Advanced Project Management

Instructor's Name:

Eng. Amaal Aburumman

As a project manager in local mail distribution center at first I will analyses communication requirements and make sure that requirements meet OPA's and EEF's. Then I'll plan with the team members by meetings about models, methods and technology of communications and update documents of the project. After this steps we will select the method of distribution, performance of reporting and we will make sure that right information goes to right people at the right time to manage how the project will be handled and how we will store information. The process of monitoring and controlling is necessary throughout the entire project life cycle so meeting is very important for team members and we can invite expert judgement to ensure information needs of the project stakeholders are met or there's any change need to be requested to keep the project documents updated.