



جامعة الجميع الذكية
EVERYONE'S SMART UNIVERSITY

Everyone's Smart University

Project (Spring 2021)

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Section

Master

Date

Thursday

18 / 03 / 2021.

Course Code

(PMG506)

Advanced project Management

Instructions:

- اخر موعد للتسليم هو يوم الخميس 2021-05-20 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

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.

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. سيتمكن 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..

WEDDING PLAN (WORK BREAKDOWN STRUCTURE)

1.INTRODUCTION

The project that will be stated in this research is planning an actual wedding for my sister, which will take place in two months. Since she does not want to hire any planning service company, I will be responsible for the project and my family members will be supporting/assisting me in this regard. Wedding planning can be daunting if there was no proper planning. Therefore, the project will be planned and implemented in a specified tool which is WBS “work breakdown structure”.

2. LITERATURE REVIEW

The Project Management Institute PMI (2013) [6] define the WBS as “a hierarchical structure that defines and organizes the total project scope based on deliverables, with each descending level in the hierarchy representing an increasingly detailed definition of the project work”. The aim is to ensure complete and proper definition of the entire work. The highest level of the structure represents the entire project. This is then subdivided into smaller elements that represent the next level in the hierarchy. The process continues until such a level when the entire project is deemed to have been sufficiently decomposed to allow for effective and efficient project control. The last level entries in the structure are referred to as work package and represent the level where responsibility for the performance of the work in each work package is assigned to an individual or organization. Globerson (1994) [7] submits that the size of a work package can be measured in units (e.g. budget, man-hours) and for each work package, there is an optimum size.

Colenso (2000) [8] detailed the necessary steps to follow in creating a WBS as follows:

1. Identify main deliverables from project statement of work or other project concept documentation. For a construction project, these documentations can be in the form of detailed drawings, specifications and bill of quantities.
2. Logically decompose each main deliverable into lower level entries. The process continues for all subsequent lower level entries until an appropriate level of detail is reached.
3. Examine, adjust and validate the WBS. This is for checking completeness, making adjustments where necessary and ensuring that the developed structure addresses the main objectives of the project.

3.METHEDOLGY

This research is using deliverable-based approach to produce a detailed wedding plan project, and to ensure that nothing is left out and no extra work is performed. As illustrated below in figure 1, the hieratical structure is divided into three level. Level one is the project name which is “wedding plan”, where level two is the major deliverables, the last level is divided into smaller deliverables which are the work packages of the project.

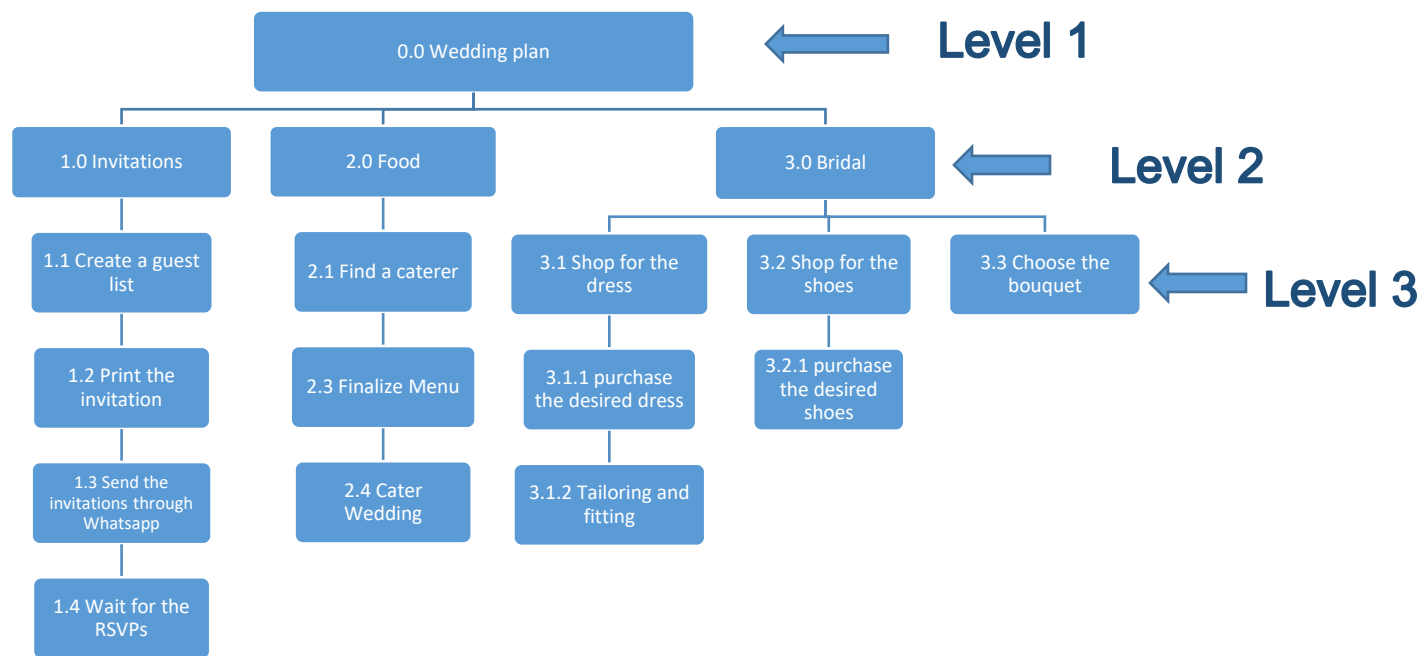


Figure 1 WBS for wedding plan

4. RESULTS AND DISCUSSION

Given the fact the work breakdown structure follows 100 percent rule, which helps to know that all the efforts in each area are captured where they belong and also nothing unrelated is included in an element. In addition, WBS is an organized tool so that all work stays on track to meet project goals and to mitigate any risk of uncertainty might come in the way. Using the WBS on this project has been going on successfully. The work packages facilitate the details which might be neglected during the life cycle of the project. Because of using WBS, as yet the wedding plan is going on smoothly within cost and time.

5.REFERENCES

- [1] PMBOK Guide - Fifth Edition, Pennsylvania: Project Management Institute, 2013.
- [2] Globerson, S. Impact of various work breakdown structures on project conceptualization. International Journal of Project Management, 12 (3), 1994, pp. 165-171.
- [3] Colenso K Creating the Work Breakdown Structure. Artemis Management Systems, 2000.
- [4] Clifford F. Gray and Erik W Larson, Clifford F Gray, Project Management: The Managerial Process 7E, McGraw-Hill Education, 2017.