



جامعة الجميع الذكية
EVERYONE'S SMART UNIVERSITY

Everyone's Smart University

Project (Spring 2021)

Student Name	Khalid Ahmed Alhazmi	اسم الطالب
Students I.D	2021200772	الرقم الجامعي

Section

Master

Date

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Advanced project Management

Instructions:

- اخر موعد للتسليم هو يوم الخميس ٢٠٢١-٠٥-١٨ 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 . وإن كان هناك ملحقات Appendices يتم إضافتها)
- يجب الالتزام بـ Theme موحد كما يلي:
- حجم الخط ١٢ .
- نوع الخط Arial.
- لون الخط أسود.
- المسافة بين الأسطر line spacing ١,٥
- 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:

١. تحديد ووصف الغرض والنطاق والأهداف من المشروع. اعرض هذه المعلومات باستخدام أداة مناسبة.
٢. صف كيف يتم إعطاء الفريق مخططاً تفصيلياً للمشروع.
٣. وصف الاستراتيجيات التي سيتم وضعها للحفاظ على التواصل مع أعضاء الفريق.
٤. صف الأدوات التي سيتم استخدامها لرصد الأهداف أو الأطر الزمنية أو المعالم.
٥. تحديد معالم المشروع والأنشطة. اعرض هذه المعلومات باستخدام أداة مناسبة.
٦. إنشاء موازنة وربط التكاليف بالمعالم الرئيسية للمشروع.
٧. صف كيف ستقوم بتقسيم المهام والموارد بين فريق المشروع. اعرض هذه المعلومات باستخدام أداة مناسبة.
٨. صف بإيجاز كيف سيتم رصد التقدم.
٩. كيف يتم الاحتفاظ بسجلات المشروع الحالية؟ من المسؤول عن هذا؟ تقديم بعض التوصيات حول كيفية تحسين هذه العملية.
١٠. وصف الإجراء الحالي لإنهاء المشاريع. قم بإنشاء الإجراء الخاص بك وحدد كيفية تقييم نجاح المشروع.
١١. التشريعات التي قد تؤثر على المشروع بما في ذلك الصحة والسلامة ، وتشريعات مكافحة التمييز.

مع تمنياتي بالتوفيق..

1. Introduction

Oil and gas facilities are renewable and keep pace with modern technologies that help save money and effort. The research project will be a real project that I will deal with from the project initiation up to closing the it. The Refinery projects are divided into three types of project which are 1. Capital project 2. Major Expense project 3. Routine project. De-Oiler project is Major expense project which is an important project and monitor by all refinery managements involve. It is a system in the refinery, De-Oiler is a Vessel system use numerous de-oiling hydro cyclones inside a vessel or manifold. Unlike plate-pack separators, the KREBS system relies on centrifugal forces rather than gravitational forces for separation. In fact, the centrifugal force generated inside the vortex of a single hydro cyclone can reach 1,000 times the force of gravity. (KREBS, 2017) With such force, fine oil droplets down to 10 microns will separate. As a Project Engineer role in this project, I will address and Create a budget and link the costs to the key milestones for a project. Moreover, the purpose of the project is to have a dedicated fully automated system though programmable logic controller "PLC" which is an industrial computer control system that continuously monitors the state of input devices and makes decisions based upon a custom program to control the state of output devices. the project scope will include pipe modification and installation of 46 XVs, installation of 3 manual isolation valves for each De-Oiler, as a project engineer, I will use a scope of work to make sure expectations are clear and agreed-upon, and that both me and whomever I will work with know exactly what they should be doing. To make that happen, an effective scope of work should include things like: Project objective, schedule, individual tasks, deliverables, payment information, expected outcomes and term & conditions. For effective scope of work must have Explicit Details, Visualizations, Definitions for any terminology, Time for reviews and Success Definitions Managing the scope of a project is the most important function of a project manager. The project may be in any sphere of industrial or non-industrial activity, manufacturing or service environment, private or public enterprise, government or non-government undertaking. Effective scope management of a project also ensures the successful management of other key project management areas, including time, cost, and quality. This research aims to focus on the critical factor of the scope that influences the project's goal and thus influences the critical success factors of the project. A formal documentation of the scope is essential to keeping a project on track. A secondary study is used in this paper. In this regard, relevant past studies have been reviewed in general regarding the success and scope of the project in particular. The purpose of the study is to explore the proposal that acknowledges the successful scope of the projects. Research describes the relationship between the project's success and the product.

2. Literature Review

project is the most important function of a project manager. The project may be in any sphere of industrial or non-industrial activity, manufacturing or service environment, private or public enterprise, government or non-government undertaking. Effective scope management of a project also ensures the successful management of other key project management areas, including time, cost, and quality. Project scope management can be further sub-divided into its components which include project initiation, scope planning, scope definition, scope verification, and scope change control.

2.1 Scope of Product

The scope of the product identifies the boundaries of the solution. The decision on the product scope is concerned with determining which of the business requirements (bearing in mind the constraints) could be carried out by the solution. (Mirza, 2013)

2.2 Capturing Scope

Without an agreed and documented vision, there is little hope for success. It is essential that each project clearly defines and documents its scope so that the project can proceed in a coordinated manner and the requirements can be written. Miia Martinsuo & Paivi Lehtonen conducted an empirical study on a survey research during major projects in Finland. Through the linear regression of their results, they concluded that single project management is indirectly related to portfolio management efficiency in the form of goal setting. Achieving scope goals can be considered the most important element for portfolio management efficiency, as scope is the practical way to implement the strategy.

2.3 Identify Requirement

Once derived, the statement of need should not change over time. If the need changes, we do not know what is really needed, and we cannot build the product to meet a moving goal. Don't forget the real need. This is the focus of our investment. The chaos report based its results on surveys and several interviews that provided a qualitative context. Some of their case studies investigated concerned the California project 1993 and the American Airline CONFIRM project in 1994. Incomplete requirements, changing requirements and unclear objectives were found to be one of the main reasons for the project's failure. While projects of almost the same size as HYATT Hotels, the 1994 reservation systems project and the Brazilian bank Barco Itamarati have been successful thanks to well-documented specific objectives and proper scope management.

2.4 Identify Stakeholder

Stakeholders should be considered and considered before writing requirements. Customers and users are some of the most important stakeholders in the product. Knowledge of the needs of customers and users is essential for the success of the project. It is vital for the success of a project that key stakeholders are identified during the development of the project scope and involved in the definition of the project scope. Robert W. Poole, Jr. and Peter Samuel analyzed the Big Dig Mega project in Boston, along with other transportation projects. They found that the main source of cost increases for megaprojects is a project creep that adds unexpected elements and unforeseen complexity.

2.5 Identify Project Drivers

Projects are driven by many external factors such as regulations, standards, laws and other considerations. A key driving force for many organizations is the existing set of equipment, software, or processes. Other drivers include safety and security concerns. Early attention to drivers is essential for any project. Each driver needs to be identified, assigned for follow-up and included in the analysis of what the project is and is not.

3. Methodology

The methodology that is used in this research were Expert judgment, Brainstorming, Focus groups, Benchmarking, and Questionnaires and Surveys. The methods required to collect these requirements may be different for different stakeholders. Also, the project manager should make dedicated efforts to collect all the requirements before starting work on the project. If this is not done properly, a large number of changes are required on the project, resulting in high costs and significant effort. Reviewing historical information and lessons learned could be involved in the effort to collect requirements. The project manager makes a conscious choice to choose the most appropriate technique for the project and the stakeholders. Identifying risks during the risk management process could also use the same techniques for collecting requirements. (PMI, 2016)

The plan scope management process tools and techniques that I used in the project are:

- I. Expert Judgement: Taking help from experts, who dealt with the similar process of creating the scope management plans in other projects.

- II. Brainstorming: Extensive use of mind mapping software in initiation and project management planning activities can not only save time but also money. Mind maps are a great tool for information brainstorming, especially with a project team. The amount of work done is exponentially higher. Meeting notes, graphics, and plans are all carefully created during meetings and brainstorming sessions and can be emailed to all attendees and stakeholders. Nothing gets lost and everyone has a copy, and most importantly, the same copy! If changes are made, everyone has access to the updated information in real-time. The mind map can be easily switched to Gantt charts. Although robust, it is generally a lighter version and fully compatible with MS Project. This method is ideal because you don't need to change tools, but sometimes using MS Project "it's like using a sledgehammer to do the job of a fly swatter". So you spend more time handling software and less time managing your projects. In addition to that, Group members can bond over ideas, Non-evaluation of the content and ideas generated, stimulating ideas, and Ease of use are the advantages of using brainstorming.
- III. Focus group: Unlike an interview, a focus group is aimed at getting people to talk and interact with each other. And in this case, there needs to be a moderator or a backer who just takes the basic rules and keeps the transition on track. This tool works best when everyone on the team is familiar with the proposed product, service or result and its business needs, along with subject matter experts.
- IV. Questionnaire survey: Questionnaires and surveys are useful when you need the input of a large number of people, or if they are physically far away, and it would be too inefficient to interview them or bring them together for workshops.
- V. Benchmarking: The final data gathering is benchmarking. Whenever you see the work "benchmarking", always think of comparing similar things.

4. Result and Discussion

So, the scope management plan helps as a blueprint to drive all other scope management processes. On the other hand, a requirements management plan will tell you how to collect, record, track and manage the requirements throughout your project. moreover, techniques are useful for generating large amounts of ideas and for prioritizing ideas that are most important to the team. Problem-solving techniques are useful for evaluating processes, causes, planning, evaluation, and data collection. Engaging employees with these techniques establish a creative mind for innovative ideas that set companies apart from their competition. Through the research, I found that Expert Judgment and brainstorming are the best and suitable tools for this topic which gets folks to better understand other stakeholders' points of view, which helps build consensus. Overall, mind mapping is a powerful tool for brainstorming, visualizing, and facilitating PM, and this process can save organizations time and money in the project planning and management process. Depending on the selected software and the way it is used, mind mapping can be taken to a completely different level within the project management process and thus significantly contribute to the success of projects and positive impacts on the result.

References

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