



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

Assignment (1)

You are employed as a supervisor at the local mail distribution center. The center wishes to develop a new staff recruitment and selection process, to be implemented within the next three months. You have been assigned the responsibility of project manager.

Your Task

Explain (130 to 150 words) how you as the project manager should plan, manage, and control communication, with the team members to achieve deliverables. Give reasons.

Best of luck..

First, I have to establish the plan of recruitment and selection of new staff. It covers who will and how the communication will be delivered, what information will be communicated, who communicates and the frequency. Good planning leads to better project communication.

Then, managing involves collecting, creating, distributing, new staff information. Effective techniques, technologies, and methods need to be used. Stakeholder expectations are important here. It should also facilitate stakeholders to respond with feedback, ask for additional info or clarification.

The PM needs to control the flow of recruitment communication and the information shared. It involves the monitoring and controlling of communications from recruitment initiation through the hiring process. It ensures required stakeholders receive the necessary info to successfully accomplish their portion of the project.

Finally, Clear and collaboration communication is best tool for communicating and tracking all the details, and to-dos that will lead you and project to success.