



جامعة الجميع الذكية
EVERYONE'S SMART UNIVERSITY

Everyone's Smart University

Assignment 1 (Spring 2021)

Student Name	Yousef Hamad Al-Saif	اسم الطالب
Students I.D	2021200436	الرقم الجامعي

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..

ANSWER:

Since I am the manager for this project. I'll need the following in order to achieve the target:

- 1- I need to know the stakeholders and what exactly their target
- 2- Project management plan need to be completed. This plan it will help me to gather more information;
 - A. Time scheduling/timeframe
 - B. Action plan
 - C. Responsibilities for each one involved in the project
 - D. What are the requirements
 - E. Objectives for this project
- 3- for great communication, I Need to know the Project resources availability
- 4- I need to identify the budget uses for this project. To have a limit and not exceeding the budget
- 5- Selection of project team is required as well as the job description
- 6- Finally, I need to establish an organization chart for this project and final reporting chart; this will help me to organize the job and develop a better communication with the team

