

Everyone's Smart University

Project (Spring 2021)

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Section	Code
Master	

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Date
Thursday

(PMG506)

Course

Advanced project Management

Instructions:

- آخر موعد للتسليم هو يوم الخميس 2021 05 820 في تمام الساعة 3/4 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~~ 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. سيكون هذا التقرير من ثلاث إلى ست صفحات.

يجب أن يعالج تقريرك كل من **أحد** 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 موازنة 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..

Restarting a Petrol Station

❖ Introduction:

Restarting a petrol station is an old building for a fuel filling station in a remote area, but it is considered a living area due to the presence of farms, the density of population around it, and its presence on a highway. I want to seize the opportunity and win the operation, investment, and re-operation of it for the benefit of financially and the economy and the consequent prosperity and growth of the region in general as it is considered one of the important daily basics required of all classes of society, which directly reflects on the daily life of the individual and society. Its economic impact is significant and is reflected in the country in general and on the citizens in particular. This idea grew in me as I live in a small village about 70 kilometers from the nearest city, and as oil is one of the basic requirements of life in this village and obtaining it is not easy, so I decided to invest in this project, especially since the building is ready and meets all specifications and standards. This will facilitate the rest of the procedures and restart the plant, which will benefit me and be reflected in the village community, as it will increase the prosperity of the area and its growth in a better and faster way.

❖ Project description:

- An old building for a gas station that was rented from the beginning for five years and will be redesigned and run in an attractive and beautiful way, I will be the project manager and the one responsible for it as well. This marks the beginning of the life of the project and basic measures will be taken from the initiation stage. It will be a terminal
- Fuel filling in addition to small service projects that support the project that meet customer requirements such as all types of petroleum (gasoline, diesel): Provide excellent and high-quality service to provide a wide range of fuels that are characterized by a high degree of quality, including
- Environmentally friendly lead-free, in addition to the following services:
- Maintenance workshop: Providing a service for car care and manpower who provide a service that is characterized by speed and efficiency and represents a great value for money.
- Car wash: providing a high-quality car wash service, whether it is hand washing or machine washing services, including
- Brushless car wash ensures a clean, shiny and free car from scratches.
- Supermarket: Provides food, drinks, snacks, and some road necessities. §
- Auto Spare Parts Shop: Providing services for car care and provision of spare parts.

❖ Project scope and objectives:

The objectives of the project revolve around the completion of the redesign and operation of the plant in a period not exceeding 10 months, starting from May 15, 2021.

Providing quality services, with a budget not exceeding 500,000 riyals

❖ Project risks:

One of the most important and dangerous activities at the same time with which the community interacts, unless safety requirements are taken into account, safety methods for disposing of oils and petroleum products, and preventing fuel leakage underground because it is not mixed with groundwater, which represents the greatest threat to Human health, plant safety, and environmental cleanliness in general.

- opportunity risk.
- Investment risks
- Safety risks.
- Logistical support risks.
- Environmental risks.

❖ Previous scientific studies Review Literature:

1. Ibrahim Dakhil's study (2000) on the transportation and distribution of petroleum derivatives in the area bounded between Misurata and Al-Zawiya indicated that the geographical location plays a major role in the high percentage of the station's revenues. It is located on secondary roads, some of which need support (and follow-up to cover the minimum. He also indicated that the storage capacity of the station is done according to the population density and geographical location of the station. (1)
2. The study of (Bin Ramadan), a Libyan researcher in 2004, also indicated the importance of transportation facilities, among which are fuel filling stations, whose lack of availability leads to a deterioration in the movement of transportation means or to a decrease in operating hours. (2)

❖ Research methodology:

An introduction should be given on the importance of gas station services in the conduct of economic movements in the region, and thus it is reflected in all areas of life, and therefore the study is devoted to discussing and analyzing the location of the existing station and studying its future prospects. The main objective is to give a complete picture of the quality and quality of the services provided, in addition to conducting a questionnaire study to find out the opinions of residents in the area from all segments of society.

To evaluate performance I used charter project to easily define and describe the scope of the project .

Project Goals

- Refitting a filling station
- Income increase 40%
- Providing jobs for village youth
- Providing Petroleum Services
- The labour market in the region

Deliverables

All types of petroleum (gasoline and diesel), car maintenance workshop, car wash, supermarket, car parts shop, car decoration Center.

Project Scope

The objectives of the project are to complete the redesign and operation of the station in a period not exceeding 10 months from 15 May 2021 , and to provide quality services, with a budget of not more than 500,000 riyals

Project Milestones

Project duration 10 months start 15 May 2021 end 15 January 2022

ASSUMPTIONS & DEPENDENCIES

- Obtaining a license from the Investment Authority.
- Pump Standards Certificate from the Ministry of Commerce and Industry
- Coordination with the competent authorities to approve the operation of the station, such as the Civil Defense, Roads and Transport Administration.
- The site conforms to the requirements of the regulation.
- Ensure the implementation of the project and study the final report of the consultant office.

RELATED DOCUMENTS

- Conditions required to issue licenses to operate gas stations (3)
- The identity of the plant operator, a Saudi or a foreign investor.
- Obtain a valid license from the investment authority.
- The Ministry of Qualification Certificate.
- A contract for the management, operation and maintenance of the plant from a qualified facility.
- Pump calibration certificate from the Ministry of Commerce and Industry.
- Ensure the implementation of the project and study the final report of the consulting office. Check the nature to ensure the safety of the implementation.
- Coordination with the competent authorities to approve the operation of the station, such as civil defense, road administration, transportation and tourism
- The site conforms to the requirements of the regulation.
- Provide the concerned authorities with a copy of the operating license after its issuance.

PROJECT ORGANIZATIONAL STRUCTURE

Role	Name	Function
Project management, planning and processing	Abdulrahman Aladhli	Project Manager
Petroleum Tailoring Project	Aldrees Petroleum Company	Logistical support
Restoration and Design of Buildings	Al Mawarid Contracting Corporation	Design and construction
Orientation Officer	Hamed Alshamery	Communications Manager
Concern for safety and security of work	Ali Alanzi	Security and Safety Officer

PROJECT AUTHORIZATION

Date 15/3/2021	Business Manager Hamed Alshamery	Approved by:
Date 15/3/2021	Project Manager Abdulrahman Aladhli	Approved by:

❖ Discussion:

- The research objectives focused on enhancing the work and efficiency of the project in a way that would benefit the residents of the area and the project sponsor, which would help him to continue working on future projects that help in the growth and development in the field of projects and thus benefit the region.
- This type of projects opens the horizons for both the residents of the region and the project workers, so that direct communication with the residents about the basic needs that can be provided and the impression that this project creates from the quality of the project creates great trust between the customer and the sponsor of the project.

❖ Results:

To describe my project in all respects, it became easy to refer to it to make sure that the project charter based on the method that you used would make the work flow smooth and meet all the project's objectives. It also ensures the commitment of all team members after signing the charter, and ensuring that it ends in the agreed time within the limits of the budget set for the realization of the project.

❖ References

1. Ibrahim Al-Hadi Faraj Dakhil, Transferring and distributing petroleum products in the area between Misurata and Al-Zawiya, unpublished master's thesis, Department of Benghazi, 2001, p.140, Benghazi, 2000
2. Jamal Ibrahim Muhammad bin Ramadan, Transportation networks in the Misurata region, an analytical geographical study of the impact of natural and human factors on transportation systems, Department of Geography, Faculty of Arts and Sciences, 7th of October University, Zelten, unpublished Master's thesis, 2004, p.203
3. balady.gov.sa.