



جامعة الجميع الذكية
EVERYONE'S SMART UNIVERSITY

Everyone's Smart University

Project (Spring 2021)

Student Name	Ali Hussain Alsalm	اسم الطالب
Students I.D	2021203773	الرقم الجامعي

Section

Course

Code

Thursday

Master

Date

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(PMG506)

Advanced project Management

Instructions:

- آخر موعد للتسليم هو يوم الخميس 2021-05-20 في تمام الساعة 9 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 **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..

The budget of initiate start-up coffee house project

1 Introduction

That coffee shop is now very common. In the past few years, we have seen a significant increase in coffee shop customers in Saudi Arabia. Coffee ads show the connections that coffee has with thinking, talking, and psychological comfort. A coffee break allows you to relax a bit about your work and think about your progress or lack thereof, or again, coffee provides an opportunity for friends to gather and talk with them. It also provides a good environment for interviewing work in general. It is well known that in the coffee and hot drinks sector, it is one of the most competitive sectors. By the way, this means that it will be difficult to be certain in the results due to the intensity of competition, especially in an environment where there are international brands to provide coffee with an effective weight on the market.

Project management success depends on satisfying the budget, time and quality, function and criteria [1].

I was assigned a project budget manager for my organization's project to open a new coffee shop, and I was assigned a cost estimate for the project's tools. As a Project Manager the primary goal for complete project success should be (on time within budget). The research goal is to demonstrate the importance of the budget management for the project success.

Project resources depend mainly on budget. Estimating the budget is one of the main reasons for the success of the project. The budget must be calculated accurately, however unforeseen events such as hazards may occur, and it will be estimated and calculated within the contingency budget.

We began to make proposals for the tools needed for the shop, and to see the special offers on the tools in terms of quality and cost, the offers will be evaluated, and then they will be filtered through the scoring model, and the offer that received the highest score will be chosen. The project is currently in the initiate to start up phase.

2 Literature Review

Some studies have shown that there is a difference in the approach to budget estimation from one organization to another due to the different types and nature of projects.

2.1 Cost estimating methods

The researcher described how the estimates particularly cost are developed during the front end. They Referring to that the level of cost exceed considered at the end of the project is frequently only the tip of the iceberg (Samset and Volden, 2012). In Countless cases, the budget raises in the front-end phase, from the first cost estimate to the Approved budget, is much major in relative terms. An interesting perception is that, for projects in general, the initial cost estimate, nearly without exception, is lower, not higher than what is ultimately decided for the final budget. In fact, this is one of Samset and Volden's (2016) "ten paradoxes," that the focus is on the final cost estimate (the budget), while early cost estimates are overlooked. An unrealistically low initial cost estimate will raise the chances of the project idea being considered, adopted, and thereafter influence strategic success.

The researcher described that in developing bottom-up estimates, estimation needs to remember not only the overall cost, but also cash flow, both in the individual project Or in More developed analysis (Qingbin, Hastak, & Halpin, (2010)).

2.2 Calculation Contingency budget.

Contingencies are often calculated such as an across-the-board percentage add on the basic estimate, typically derived from surmise, past historical and experience data

all too often risk is either ignored or dealt with in an arbitrary way and adding a percentage contingency onto the estimated cost of a project is typical. In addition, the percentage addition results in single-figure prediction of estimated which implies (Mak et al, 1998) .common way is to make an allowance for contingencies — usually five or ten percent of the estimated cost [3].

The statistical criterion of Moselhi (1997) , who argued that the contingency is expressed as a percentage of the total project.

Cost is not adequate unless this level of contingency is associated with some probability or confidence that cost overruns will not exceed the allocated contingency. We present a relatively. Statistically accurate solution to the difficulties we can used on this project.

3 METHODOLOGY

In the coffee shop project, we used a method adopted for calculating and estimating the budget, which is a calculation process made by adding the total costs of the equipment offers that received the highest rate with high quality, plus labor costs, using a quantitative method. The budget estimate calculated for the start-up budget for coffee house project will be shown in the results.

4 Result and discussion

Table 1

Name of item	Amount (USD)
Equipment (kitchen, coffee machine, mugs, etc.)	5500
Coffee bar	13000
Furniture (shelves, tables, chairs)	7000
Decorations (pictures, plants, etc.)	800
Logo design	250
Exterior signage	450
Electronic surveillance	2500
Other expenses	1000
Total	30500

Table 2

Stuff spent monthly	Amount (USD)
Location rental	2000
Labor costs	9000
Total	11000

Note, fixed costs: monthly.

As shown in the tables above, the start-up budget for the coffee house was evaluated and calculated.

Literature studies have proven that budget estimation is an essential part of project success and project management. It is of a nature that cannot be worked without in project management.

We think it is most important for the numbers to be placed in the budget in an accurate and clear manner, and we also do not forget to calculate the emergency budget in order for us to have a correct and strong budget estimate. It is necessary to be prepared and take into account all precautions for any emergency situation that may occur in the project due to the uncertainty.

My organization aims to develop a budget calculation that will make the budget estimation more accurate and realistic, and reduce the possibility of over budgeting, and based on the literature review that was mentioned in this research, we can develop a budget calculation method to avoid falling into the problem of over budgeting.

In particular, in coffee shop projects, the method of calculating the contingency budget from the total budget has proven to be very efficient and effective to ensure that the project does not falter and does not increase, in other words, not to exceed the budget and to follow the correct path to achieve the success of the project. My organization's strategy saw that an contingency percentage (15%) of the total budget is a fair percentage after addressing the judgments of experts and historical data and estimating by measuring the probability of the occurrence of the risk and its impact, and

accordingly the percentage allocated to the emergency was determined, which would make the project proceed on the right track.

The next stage, the update of the risk register will be reviewed and evaluated to take the necessary measures to amend the contingency budget, and then after that, promotional campaigns for the shop will be studied and their cost and feasibility calculated, and there will be follow-up and monitoring throughout the project to ensure the safety of the project. In the final stage, based on the previous stages, the budget will be updated, controls will be made and progress will be monitored.

5 References

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