



Project Management



What is Project Management?

Project : A group of milestones or phases, activities or tasks that support an effort to accomplish something

Management : is the process of Planning, Organizing, Controlling and Measuring

Project...

- **A collection of linked activities, carried out in an organised manner, with a clearly defined START POINT and END POINT to achieve some specific results desired to satisfy the needs of the organisation at the current time**

Project Management

- A dynamic process that utilises the appropriate resources of the organisation in a controlled and structured manner, to achieve some clearly defined objectives identified as needs.**
- It is always conducted within a defined set of constraints**

What does Project Management Entail?

- **Planning:** is the most critical and gets the least amount of our time
Beginning with the End in mind-Stephen Covey
- **Organizing:** Orderly fashion
(Contingent/Prerequisites)
- **Controlling:** is critical if we are to use our limited resources wisely
- **Measuring:** To determine if we accomplished the goal or met the target?



المشاريع في قطاع التنمية

مخاطر المشاريع في قطاع التنمية

ميزانية غير كافية

توقعات غير راضية

فهم غير كافي للحاجيات

مواد ذات جودة منخفضة

قدرات غير كافية

تصميم سيء للمشروع

تأخيرات للمشروع

توقعات غير كافي





المشاريع في قطاع التنمية

وفقا لتحليل تقرير كايوس هناك ثلاثة قضايا وراء فشل المشاريع



单击输入
您的文字

المتطلبات والمواصفات غير المكتملة؛

الافتقار إلى تخطيط الطوارئ وإدارة المخاطر

عدم التعلم من الأخطاء.





المشاريع في قطاع التنمية

وبالمقابل، يشير تقرير كايوس إلى أن
المحددات الأرجح لنجاح المشروع كانت



Measuring.....

- ☛ **Are we efficient?**
- ☛ **Are we productive?**
- ☛ **Are we doing a good job?**
- ☛ **What is the outcome?**
- ☛ **Is it what we wanted to be?**

If you can't plan it, You can't do it

If you can't measure it, you can't manage it

Who uses Project Management?

- Nearly Everyone to some degree

People plan their Days, their Weeks, their Vacations and their Budgets and keep a simple project management form known as "To Do" list

- Any **Process or Means** used to **track tasks** or efforts towards accomplishing a goal could be considered Project Management

Why is Project Management used?

- It is necessary to Track or Measure the progress we have achieved towards a Goal we wish to accomplish
- We use Project Management to **Aid** us in **Maximizing** and **Optimizing** our resources to accomplish our goals



المشاريع في قطاع التنمية

تعريف

فاشلة

مشاريع تم التخلي عنها
قبل انتهائها.



تحديات

مشاريع تم إنجازها ولكن
مع الإخفاق في تلبية
النطاق و/أو الموازنة و/أو
الجدول الزمني المتفق
عليه.



ناجحة

مشاريع تُنجز وفق
النطاق، والموازنة،
والجدول الزمني المتفق
عليه.



How much time does Project Management take?

- Not much. Probably more time is wasted as a consequence of lack of Project Management tool than is spent to Plan adequately, Organize, Control effectively and Measure appropriately**
- How long: As long as there are things to do**



مراحل في حياة مشروع تنموي

نموذج مراحل المشروع الخاص بإدارة المشاريع في قطاع التنمية



Why is Project Management Important?

- ✔ Enables us to map out a course of action or work plan
- ✔ Helps us to think systematically and thoroughly
- ✔ Unique Task
- ✔ Specific Objective
- ✔ Variety of Resources
- ✔ Time bound

Advantages

- ✓ **In built Monitoring/ Sequencing**
- ✓ **Easy and Early identification of Bottlenecks**
- ✓ **Activity based costing**
- ✓ **Identification and Addition of missing and new activities**
- ✓ **Preempting unnecessary activity/expenditure**
- ✓ **Timely Completion**
- ✓ **Assigning tasks**
- ✓ **Reporting**

Road to Better Project Management

- ✔ Find a Project plan that fits your style of project management needs
- ✔ It may be as simple as creating templates, forms and spreadsheets to track tasks
- ✔ Formation of a Project Management committee
- ✔ Listing out all the tasks and sub-tasks to accomplish a goal

Road to Better Project Management

- ✓ **Jot down the time period and person responsible against each task/sub-task**
- ✓ **Identify a Project Manager**
- ✓ **Identify Task Managers**
- ✓ **Sequence the activities in relation to time period**
- ✓ **Present to the PMC**
- ✓ **Finalize by reaching an agreement and start work.....**

Implementation

- ✔ **Regular Monitoring**
- ✔ **Resource Support**
- ✔ **Critical issues discussed and solution**
- ✔ **Meeting with the team on completion of each major milestone**
- ✔ **Track the progress against the plan**
- ✔ **System to add/delete tasks in the PM**

Consequences of not using PM

- DELAY**
- COST**
- WASTE OF RESOURCES**
- QUALITY**
- DISSATISFACTION**
- REPUTATION**

Project Management....



Work Smart Not Hard !!!