



IT Project Management

(Lecture 3)

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Previous Lecture

- Project Parameters
- Scope Triangle
- Creeps
- Project Classification



Outline

- Fundamentals of Project Management
- Five Process Group
- Assignment



Fundamentals of PM

- PM seeks answers of six questions which are:
 1. What business situation is being addressed?
 2. What do you need to do?
 3. What will you do?
 4. How will you do?
 5. How will you know you did it?
 6. How well did you do ?



Fundamentals of PM

❖ PM seeks answers of six questions which are:

1. What business situation is being addressed? (1/6)

- A project can correct a problem. The problem may be that the company is experiencing less than acceptable process performance.
- A system no longer meets the needs for which it was originally put in place; business conditions or requirements have changed, and system need to be changed as well; or legal requirements and regulations have changed and system need to be updated.



Fundamentals of PM

- ❖ PM seeks answers of six questions which are:
 1. What business situation is being addressed? (1/6)
 - A project that takes advantage of a heretofore untapped business opportunity.
 - This could come about as a result of changing market conditions or the emergence of a new or improved technology.
 - At the initiation stage of the project, before it is even approved, a brief statement is needed to identify the problem or opportunity being addressed.



Fundamentals of PM

❖ PM seeks answers of six questions which are:

2. What do you need to do? (2/6)

- Gathering and documenting client requirements is usually how the solution is defined.
- The solution should address the client's real needs, and you must convince them that it is the needs not the wants that you will address.

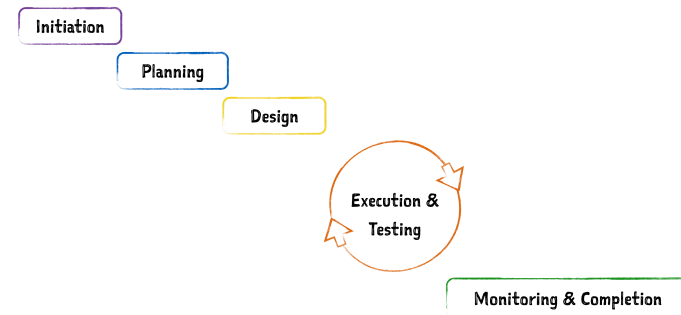


Fundamentals of PM

❖ PM seeks answers of six questions which are:

2. What do you need to do? (2/6)

- As you will discover, forming the solution is often very difficult to do especially at the beginning of the project.
- Either you will decide this phase well and continue by traditional project management.





Fundamentals of PM

❖ PM seeks answers of six questions which are:

3. What you will do? (3/6)

- once you understand what is needed, you and the client have to decide what can be done to meet that need.
- Of course you would like to meet all client requirements, but it may not be possible for all the time.



Fundamentals of PM

- ❖ PM seeks answers of six questions which are:
 4. How you will do? (4/6)
- This is your plan for delivering an acceptable solution.
- The ideal plan will be cradle-to-grave description of the work done.
- At the traditional approach you must explain:
 - how long does it take,
 - how much will it cost,
 - what resources are needed and so on.



Fundamentals of PM

❖ PM seeks answers of six questions which are:

5. How will you know you did it? (5/6)

- Business reasons (Success criteria) were put forth for justifying doing the project.
- The success criteria should be stated at the beginning of the project in such a way that it is obvious that by the end of the project they have or have not been met.



Fundamentals of PM

❖ PM seeks answers of six questions which are:

6. How well did you do? (6/6)

■ There are two different things to consider in analyzing how well you did:

1. The first is the quality of the product that was produced by the project.



Fundamentals of PM

❖ PM seeks answers of six questions which are:

6. How well did you do? (6/6)

2. The **second** is the process that was followed to produce the product.

■ The correct analysis of the process that was followed will answer four questions:

I. How well defined and documented were the PM process you chose to use ?

II. How well did the chosen process fit the needs of the project?



Fundamentals of PM

❖ PM seeks answers of six questions which are:

6. How well did you do? (6/6)

■ The correct analysis of the process that was followed will answer four questions:

III. How well did the team follow the chosen process ?

IV. How well did the chosen process produced the expected result?



Fundamentals of PM

- ❖ PM seeks answers of six questions which are:
 6. How well did you do? (6/6)
- The first two provide input to needed PM process improvement.
- The last two provide input to needed practice improvement efforts (ex: trainings needs or improved processes for making project assignments.)



Five Process Group

- In addition to answer the six questions that a valid PM methodology must answer, whatever **PMLC** (Project Management Life Cycle) model you use must contain all of the following process groups;
 1. Scoping process group
 2. Planning process group
 3. Launching process group
 4. Monitoring and controlling process group
 5. Closing process group



Five Process Group

❖ (1/5) Scoping Process Group (PG)

- This PG includes all processes related to answering the question “What do you need to do?(2/6)” It does not include any processes related to doing any project work. That project work is defined in the Planning PG.
- The Scoping PG also includes establishing the business success criteria that will be the metric used to answer the question “how will you know you did it? (5/6)”



Five Process Group

❖ (1/5) Scoping Process Group (PG)

- The Scoping PG includes;
 1. Recruiting the PM
 2. Electing the true needs of the client
 3. Documenting the client's needs
 4. Negotiating with the client about how those needs will be met
 5. Writing a one-page description of the project
 6. Gaining senior management approval to plan the project.



Five Process Group

❖ (2/5) Planning Process Group (PG)

- The planning PG includes all processes related to answering the question “how will you do it?(4/6)”



Five Process Group

❖ (2/5) Planning Process Group (PG)

■ The Scoping PG processes are:

1. Defining all of the work of the project
2. Estimating how long it will take to complete the work
3. Estimating the resources required to complete the work
4. Estimating the total cost of the work
5. Sequencing the work
6. Building the initial project schedule
7. Analyzing and adjusting the project schedule
8. Writing a risk management plan
9. Documenting the project plan
10. Gaining senior management approval to launch the project



Five Process Group

- ❖ (3/5) Launching Process Group (PG)
 - This PG includes all processes related to recruiting and organizing the team and establishing the team operating rules.
 - These processes are preparatory to executing the project. After the preparations are settled the project will be executed (launched)



Five Process Group

❖ (3/5) Launching Process Group (PG)

- The Launching PG includes the following processes:
 1. Recruiting the project team
 2. Writing a project description document
 3. Establishing team operating rules
 4. Establishing the scope change management process
 5. Managing team communication
 6. Finalizing the project schedule
 7. Writing work packages



Five Process Group

- ❖ (4/5) Monitoring and Controlling Process Group (PG)
 - This PG includes all processes related to the ongoing work of the project. These processes are as follows:
 1. Establishing the project performance and reporting system
 2. Monitoring project performance
 3. Monitoring risk
 4. Reporting project status
 5. Processing scope change requests
 6. Discovering and solving problems



Five Process Group

❖ (5/5) Closing Process Group (PG)

- The closing PG includes all processes related to the completion of the project.
- These processes are as follow:
 1. Gaining client approval of having met project requirements
 2. Planning and installing deliverables
 3. Writing the final project report
 4. Conducting the post-implementation audit.



Assignment

- Students group 2-3 members, explain the following:
 - What is Project's Work Breakdown Structure (WBS) schedule?
 - What is relationship between WBS and Gantt chart?
 - How WBS used to plan project?
- Maximum 10 pages, no handwriting, submitted Hardcopy
- Deadline (**11/04/2018**)



Questions & Answers





THANK
YOU