



**Project
Management
Institute®**



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شركة المتطور للإستشارات الهندسية
Advanced Company For Engineering Consultancy

Project Management Presentation

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Failing to plan is planning to fail



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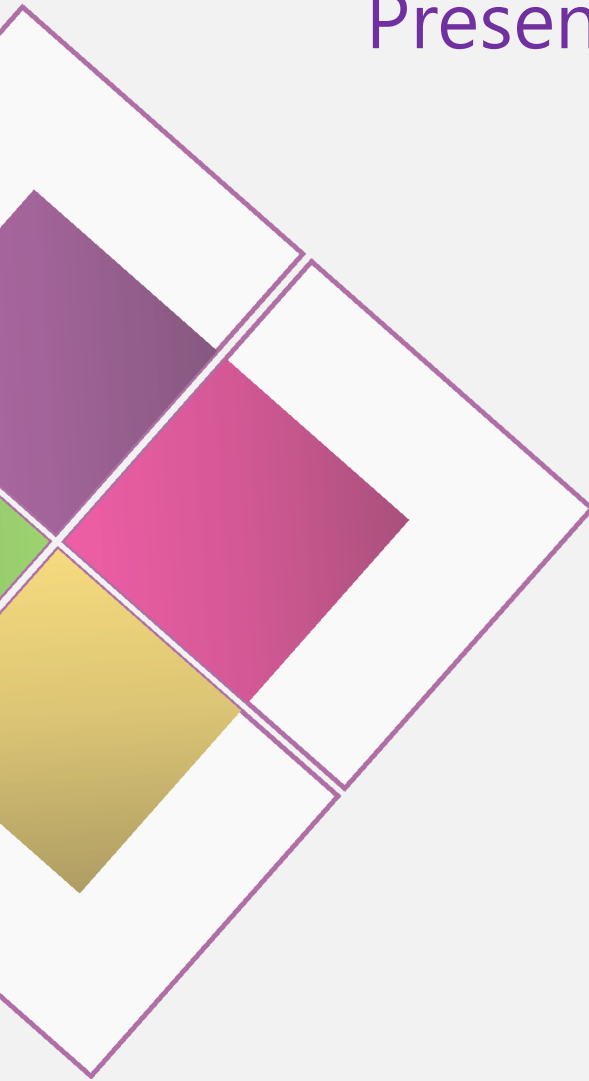
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Presentation Outline

1. Introduction,
2. Responsibilities of a Project Management Office [PMO],
3. Responsibilities of a Project Manager [PM],
4. Project Manager Competences & Skills,
5. The PMI Code of Ethics and Professional Conduct,
6. Project Management Principles.

Presentation Outline

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7. Project Management Domains,
 8. Project Management Process Groups,
 9. Interaction Between Process Groups,
 10. Knowledge Areas,
 11. Interaction Between Process Groups and Knowledge Areas.

Introduction

❑ Definition of Project?

Project is a temporary endeavor undertaken to create a unique product, service, or result.



Introduction

❑ Definition of Project Management ?

Project Management is the application of Knowledge, Skills, Tools and Techniques to project activities to meet the project requirements.



Introduction

❑ Definition of Project Manager?

The Project Manager is the person assigned by the performing organization to lead the project team that is responsible for achieving the project objectives

Project Manager –

is a Person who thinks nine women can deliver a baby in One month.



Introduction

❑ Definition of a Project Team?

The Project Team is a set of individuals performing the work of the project to achieve its objectives



Introduction

❑ Definition of a Project Management Office?

A Project Management Office [PMO] is a management structure that standardizes project-related governance processes and facilitates the sharing of resources, tools, methodologies and techniques

Project
Management
Office

Responsibilities of a Project Management Office [PMO]

1. The responsibilities of a PMO can range from providing project management support functions to actually being responsible for the direct management of one or more projects.
2. A primary function of a PMO is to support project managers in a variety of ways which may include, but are not limited to:

Responsibilities of a Project Management Office [PMO]

- A. Managing shared resources across all projects administrated by the PMO;
- B. Identifying and developing project management methodology, best practices, and standards;
- C. Coaching, mentoring, training, and oversight;
- D. Monitoring compliance with project management standards, policies, procedures, and templates by means of project audits;

Responsibilities of a Project Management Office [PMO]

- E. Developing and managing project policies, procedures, templates, and other shared documentation (organizational process assets); and
- F. Coordinating communication across projects.

Responsibilities of a Project Manager [PM]

Expected Role of the PM, duties and responsibilities is as follows

1. Lead the project team.
2. Carry out all tasks related to this position and in accordance with the contract signed with the Client.
3. Provide technical support to all team members.
4. Maintain liaison with the Client and Stakeholders.
5. Monitor work progress on weekly and monthly basis.

Responsibilities of a Project Manager [PM]

6. Coordinate with JV Partners and Sub Consultants (if any).
7. Arrange and attend internal meetings and prepare minutes of meetings.
8. Arrange and attend work progress meetings with the Client and Stakeholders and prepare minutes of meetings.
9. Arrange and attend monthly steering group meetings and prepare minutes of meetings.
10. Prepare Project Management Plan.

Responsibilities of a Project Manager [PM]

11. Seek the Client's approvals for all submissions made during the execution phase.
12. Prepare and submit interim and final payments in accordance with payment schedule.
13. Prepare all reports requested by the Client such as weekly and monthly work progress reports.
14. Control all project's activities in accordance with baseline schedule
15. Carry out all aspects of the project (Technical, Administrative, and Financial).

Project Manager Competences and Skills

1. Technical Project Management Skills.
2. Strategic and Business Management Skills.
3. Interpersonal skills .

Project Manager Competences and Skills

❑ Technical Project Management Skills

1. Good technical knowledge of the project scope of work.
2. The ability to focus on the critical technical project management elements such as:
 - A. Critical success factors for the project,
 - B. Schedule,
 - C. Selected financial reports, and

Project Manager Competences and Skills

D. Issue log

D-1 Shop Drawing Approvals Log,

D-2 Material Approvals Log,

D-3 Material Inspection Request Log MIR Log,

D-4 Work Inspection Request Log WIR Log,

D-5 Non Conformance Reports Log NCRs Log

Project Manager Competences and Skills

4. Tailor both traditional and agile tools, techniques, and methods for the project.
5. Make time to plan thoroughly and prioritize diligently.
6. Manage project elements, including, but not limited to, schedule, cost, resources, and risks.

Project Manager Competences and Skills

❑ Strategic and Business Management Skills

1. Good knowledge of the company's vision, mission and values.
2. Good knowledge of the company's priorities.
3. Good knowledge of the company's policies, procedures and tactics.
4. Good knowledge of the company's consultancy services.

Project Manager Competences and Skills

Interpersonal skills of a project manager:

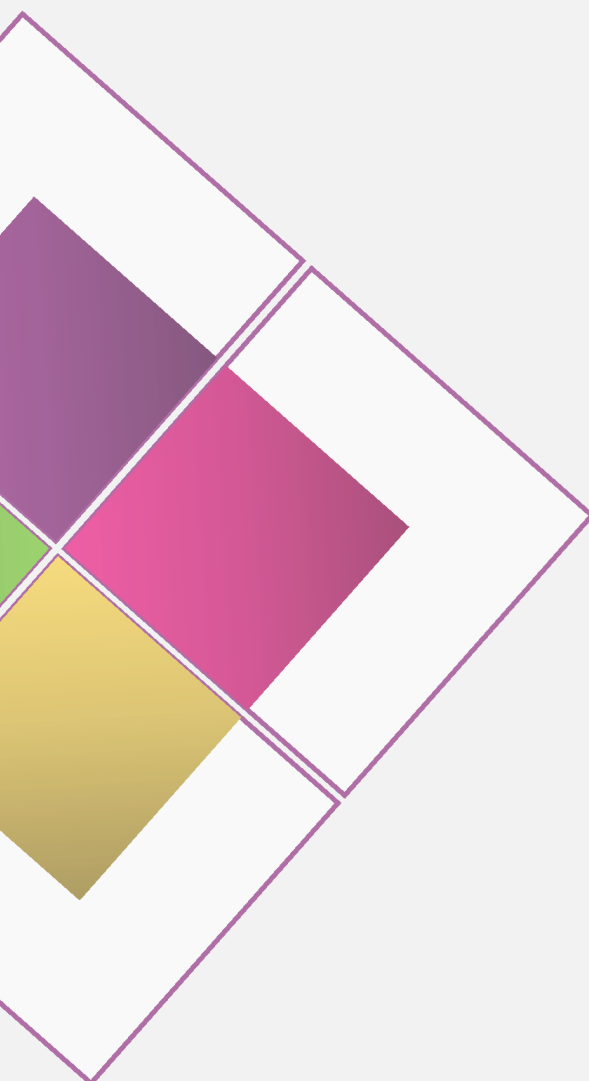
1. Leadership,
2. Team building,
3. Motivating,
4. Communicating,
5. Influencing,
6. Decision making,



Project Manager Competences and Skills

Interpersonal skills of a project manager:

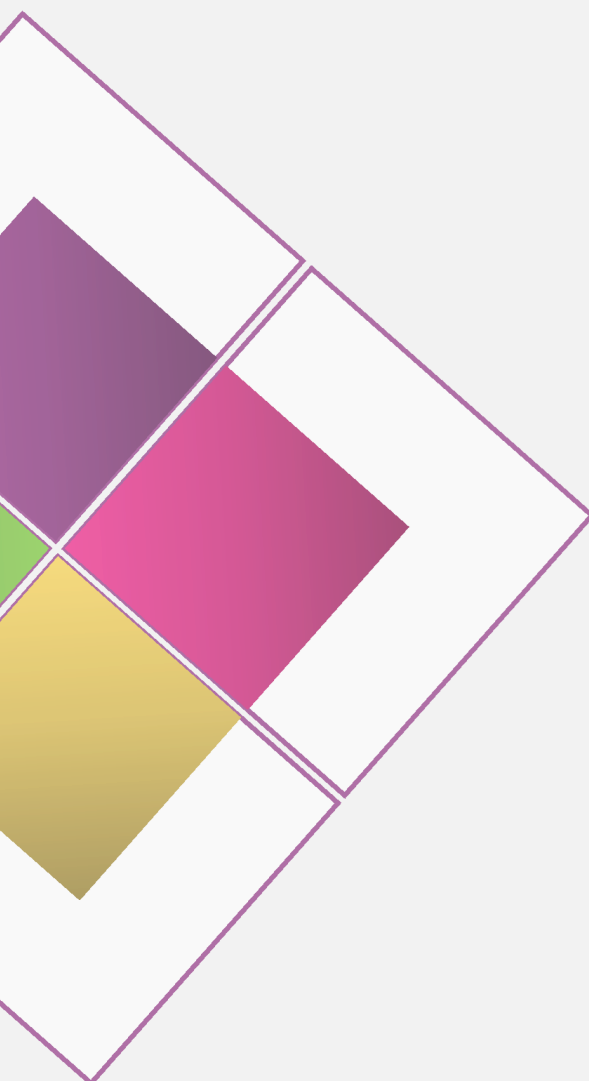
7. Political and cultural awareness,
8. Negotiating,
9. Facilitating,
10. Managing Conflict, and
11. Coaching.



The PMI Code of Ethics and Professional Conduct is based on four values that were identified as most important to the project management community

1. Responsibility,
2. Respect,
3. Fairness, and
4. Honesty

Project Management Principles

- 
1. Stewardship,
 2. Team,
 3. Stakeholders,
 4. Value,
 5. Systems Thinking,
 6. Leadership,
 7. Tailoring,
 8. Quality,
 9. Complexity,
 10. Risk,
 11. Adaptability and Resiliency,
 12. Change.

Project Management Principles

1. Stewardship,

Be a diligent, respectful, and caring steward.

2. Team,

Create a collaborative project team environment.

3. Stakeholders,

Effectively engage with stakeholders.

4. Value,

Focus on value.

5. Systems Thinking,

Recognize, evaluate, and respond to system interactions.

6. Leadership,

Demonstrate leadership behaviors.

Project Management Principles

7. Tailoring,

Tailor based on context.

8. Quality,

Build quality into processes and deliverables.

9. Complexity,

Navigate complexity.

10. Risk,

Optimize risk responses.

11. Adaptability and Resiliency,

Embrace adaptability and resiliency

12. Change.

Enable change to achieve the envisioned future state.

Project Management Principles

1. STEWARDSHIP

Stewards act responsibly to carry out activities with integrity, care, and trustworthiness while maintaining compliance with internal and external guidelines. They demonstrate a broad commitment to financial, social, and environmental impacts of the projects they support.

2. TEAM

Project teams are made up of individuals who wield diverse skills, knowledge, and experience. Project teams that work collaboratively can accomplish a shared objective more effectively and efficiently than individuals working on their own.

3. STAKEHOLDERS

Engage stakeholders proactively and to the degree needed to contribute to project success and customer satisfaction.

Project Management Principles

4. VALUE

Continually evaluate and adjust project alignment to business objectives and intended benefits and value.

5. SYSTEMS THINKING

Recognize, evaluate, and respond to the dynamic circumstances within and surrounding the project in a holistic way to positively affect project performance.

6. LEADERSHIP

Demonstrate and adapt leadership behaviors to support individual and team needs.

Project Management Principles

7. TAILORING

Design the project development approach based on the context of the project, its objectives, stakeholders, governance, and the environment using “just enough” process to achieve the desired outcome while maximizing value, managing cost, and enhancing speed.

8. QUALITY

Maintain a focus on quality that produces deliverables that meet project objectives and align to the needs, uses, and acceptance requirements set forth by relevant stakeholders.

9. COMPLEXITY

Continually evaluate and navigate project complexity so that approaches and plans enable the project team to successfully navigate the project life cycle.

Project Management Principles

10. RISK

Continually evaluate exposure to risk, both opportunities and threats, to maximize positive impacts and minimize negative impacts to the project and its outcomes.

11. ADAPTABILITY AND RESILIENCY

Build adaptability and resiliency into the organization's and project team's approaches to help the project accommodate change, recover from setbacks, and advance the work of the project.

12. CHANGE

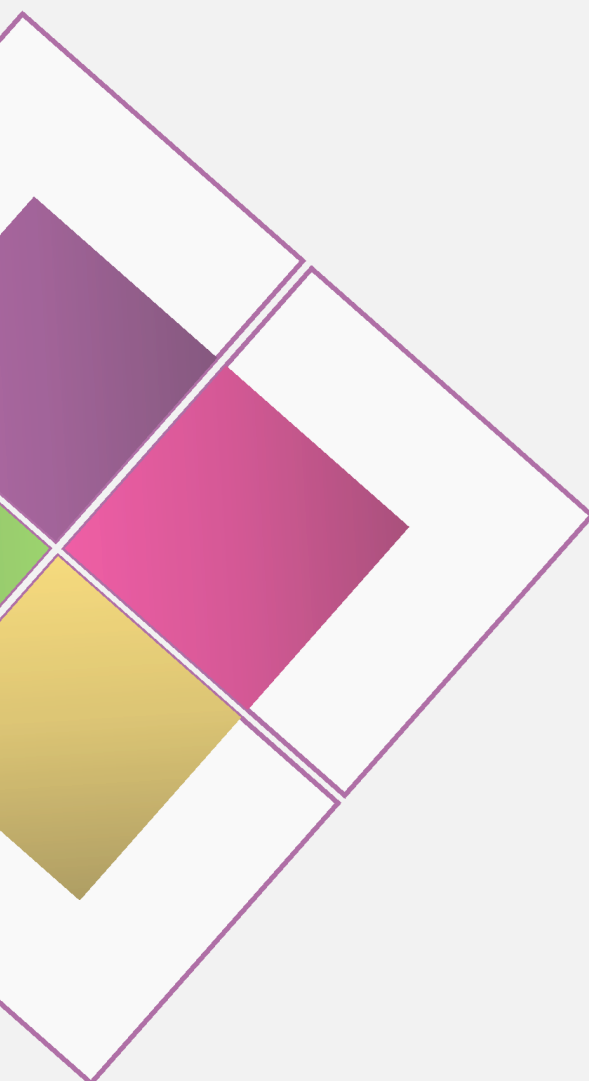
Prepare those impacted for the adoption and sustainment of new and different behaviors and processes required for the transition from the current state to the intended future state created by the project outcomes.

Project Performance Domains

A project performance domain is a group of related activities that are critical for the effective delivery of project outcomes.

There are eight project performance domains:

1. Stakeholders,
2. Team,
3. Development Approach and Life Cycle,
4. Planning,
5. Project Work,
6. Delivery,
7. Measurement, and
8. Uncertainty.



Project Performance Domains

1. STAKEHOLDER PERFORMANCE DOMAIN

The Stakeholder Performance Domain addresses activities and functions associated with stakeholders.

2. TEAM PERFORMANCE DOMAIN

The Team Performance Domain addresses activities and functions associated with the people who are responsible for producing project deliverables that realize business outcomes.

3. DEVELOPMENT APPROACH AND LIFE CYCLE PERFORMANCE DOMAIN

The Development Approach and Life Cycle Performance Domain addresses activities and functions associated with the development approach, cadence, and life cycle phases of the project.

Project Performance Domains

4. PLANNING PERFORMANCE DOMAIN

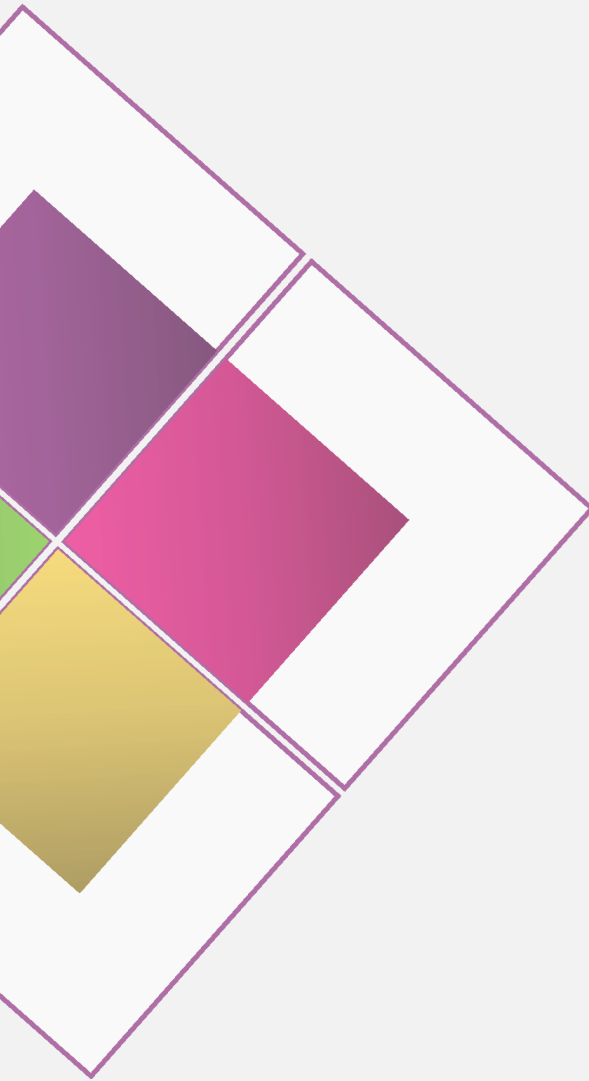
The Planning Performance Domain addresses activities and functions associated with the initial, ongoing, and evolving organization and coordination necessary for delivering project deliverables and outcomes.

5. PROJECT WORK PERFORMANCE DOMAIN

The Project Work Performance Domain addresses activities and functions associated with establishing project processes, managing physical resources, and fostering a learning environment.

6. DELIVERY PERFORMANCE DOMAIN

The Delivery Performance Domain addresses activities and functions associated with delivering the scope and quality that the project was undertaken to achieve.



Project Performance Domains

7. MEASUREMENT PERFORMANCE DOMAIN

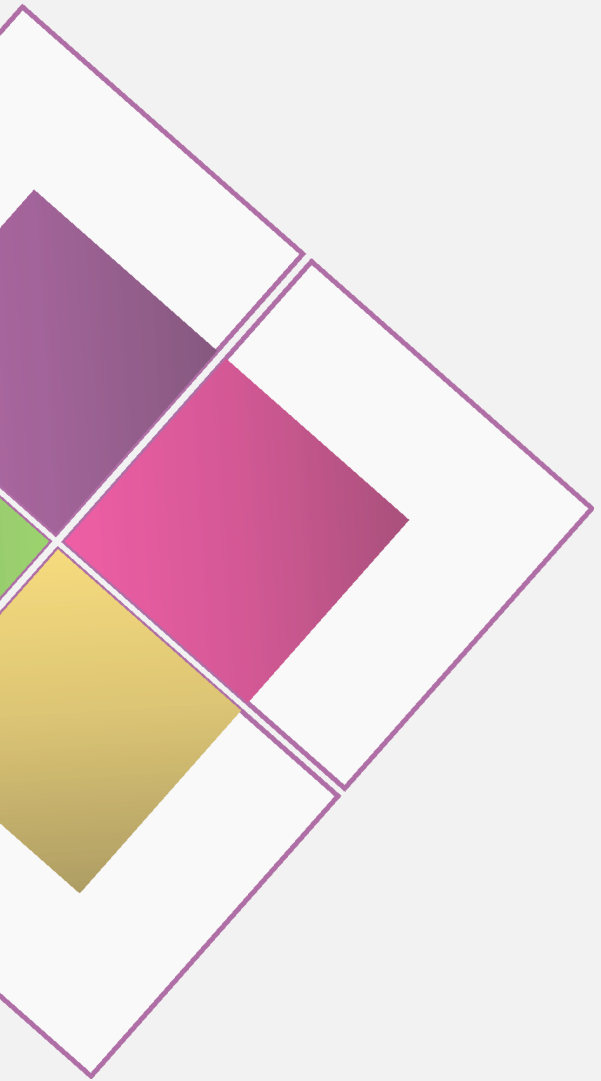
The Measurement Performance Domain addresses activities and functions associated with assessing project performance and taking appropriate actions to maintain acceptable performance.

8. UNCERTAINTY PERFORMANCE DOMAIN

The Uncertainty Performance Domain addresses activities and functions associated with risk and uncertainty.

Project Management Process Groups

- ❑ A Project Management Process Group is a logical grouping of project management processes to achieve specific project objectives.
- ❑ Process Groups are independent of project phases.
- ❑ Project management processes are grouped into the following five Project Management Process Groups (See Figure 1-1)



Project Management Process Groups

Project Management five processes are:

1. Initiation.
2. Planning.
3. Execution.
4. Controlling.
5. Closing.

Interaction Between Processes Groups

The interaction is shown in the following figure:

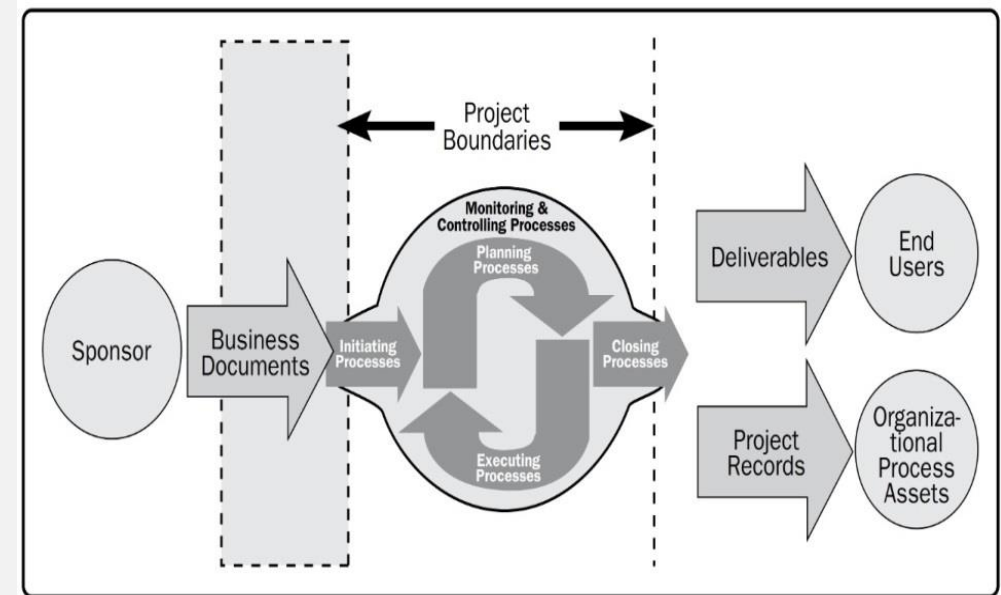
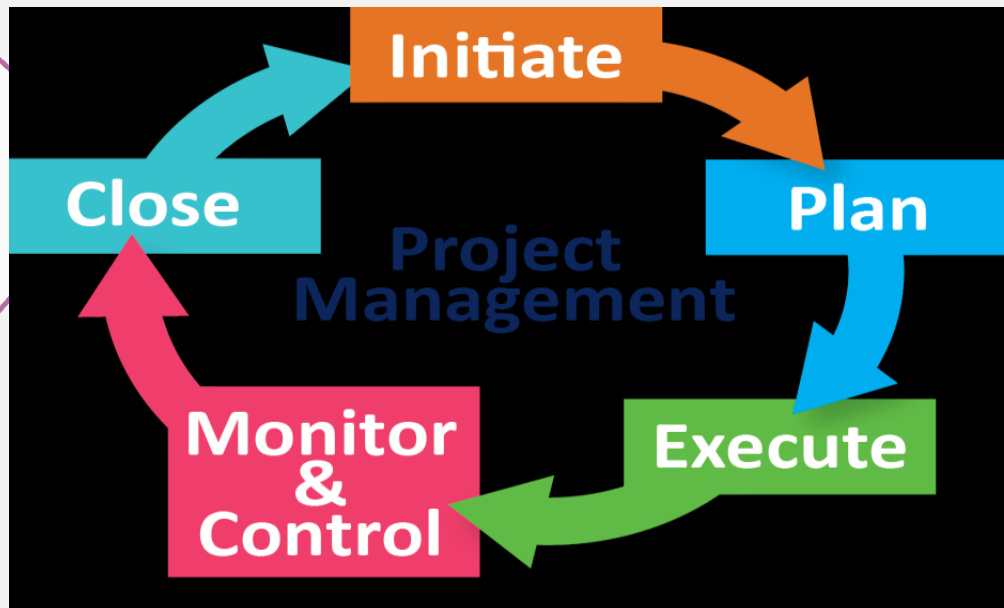
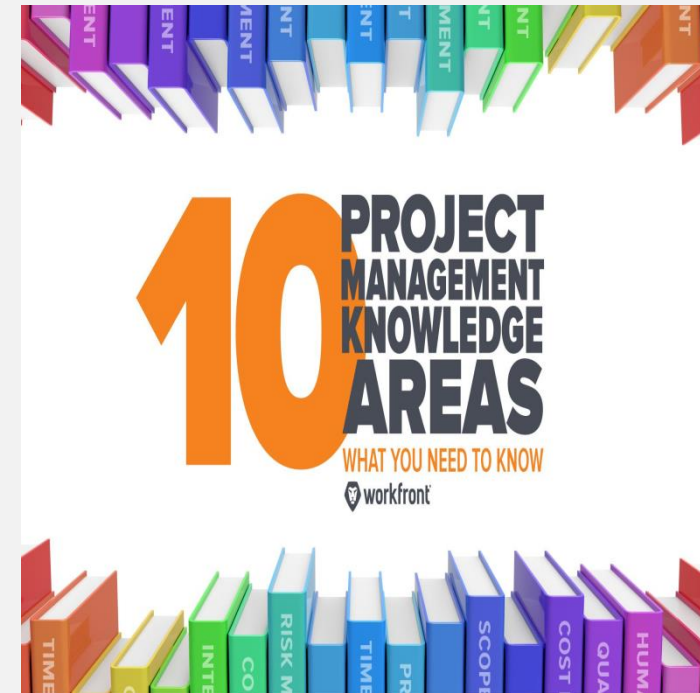


Figure 1-1

Knowledge Areas

In addition to Process Groups, processes are also categorized by Knowledge Areas.

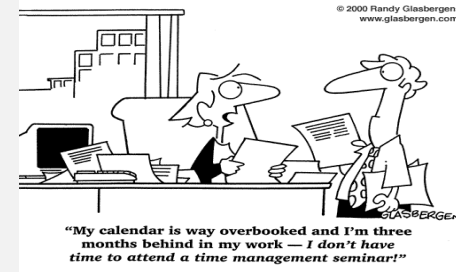
A Knowledge Area is an identified area of project management defined by its knowledge requirements and described in terms of its component processes, practices, inputs, outputs, tools and techniques.



Knowledge Areas

- The Ten Knowledge Areas described in PMBOK GUIDE are:

1. Project Integration Management
2. Project Scope Management
3. Project Schedule Management



Knowledge Areas

4. Project Cost Management
5. Project Quality Management
6. Project Resource Management



Knowledge Areas

7. Project Communications Management
8. Project Risk Management
9. Project Procurement Management
10. Project Stakeholder Management



PMBOK:

PROJECT MANAGEMENT BODY OF KNOWLEDGE

Interaction Between Process Groups and Knowledge Areas

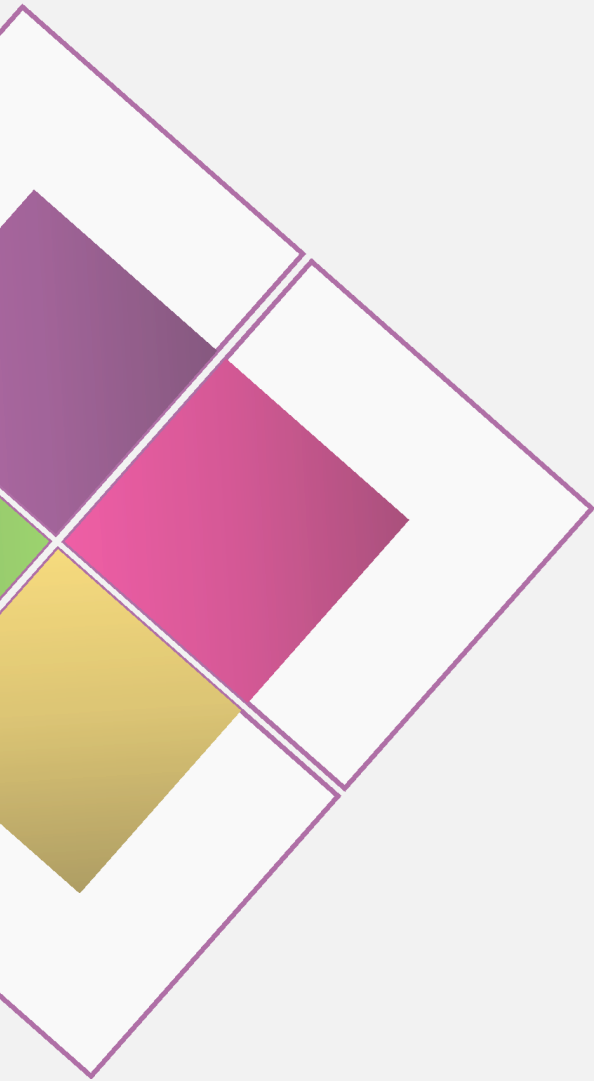
Knowledge Areas	Project Management Process Groups				
	Initiating Process Group	Planning Process Group	Executing Process Group	Monitoring and Controlling Process Group	Closing Process Group
4. Project Integration Management	4.1 Develop Project Charter	4.2 Develop Project Management Plan	4.3 Direct and Manage Project Work 4.4 Manage Project Knowledge	4.5 Monitor and Control Project Work 4.6 Perform Integrated Change Control	4.7 Close Project or Phase
5. Project Scope Management		5.1 Plan Scope Management 5.2 Collect Requirements 5.3 Define Scope 5.4 Create WBS		5.5 Validate Scope 5.6 Control Scope	
6. Project Schedule Management		6.1 Plan Schedule Management 6.2 Define Activities 6.3 Sequence Activities 6.4 Estimate Activity Durations 6.5 Develop Schedule		6.6 Control Schedule	

Interaction Between Process Groups and Knowledge Areas

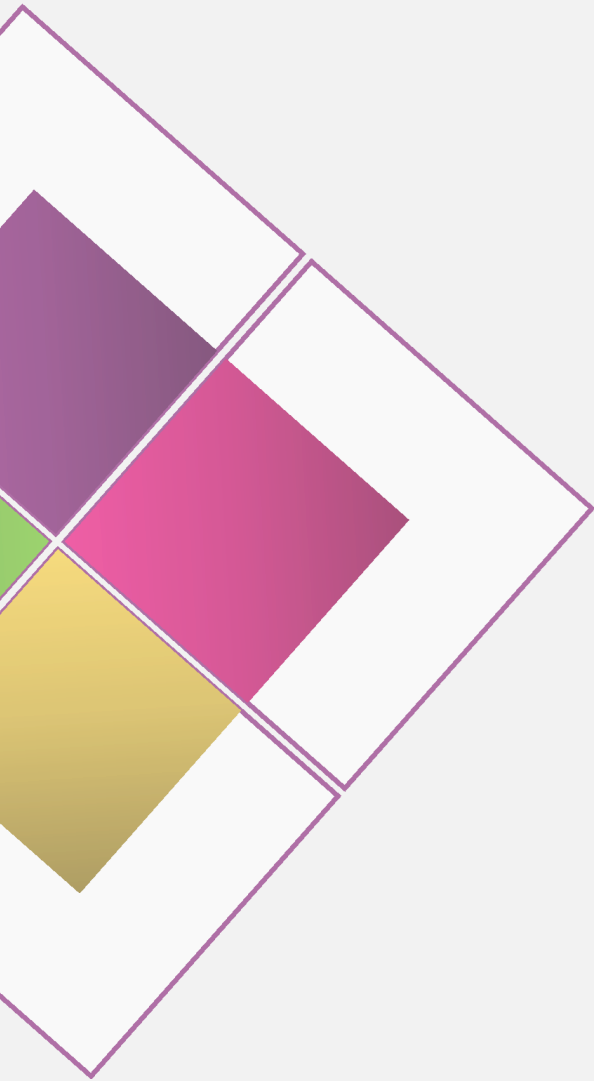
Knowledge Areas	Project Management Process Groups				
	Initiating Process Group	Planning Process Group	Executing Process Group	Monitoring and Controlling Process Group	Closing Process Group
7. Project Cost Management		7.1 Plan Cost Management 7.2 Estimate Costs 7.3 Determine Budget		7.4 Control Costs	
8. Project Quality Management		8.1 Plan Quality Management	8.2 Manage Quality	8.3 Control Quality	
9. Project Resource Management		9.1 Plan Resource Management 9.2 Estimate Activity Resources	9.3 Acquire Resources 9.4 Develop Team 9.5 Manage Team	9.6 Control Resources	
10. Project Communications Management		10.1 Plan Communications Management	10.2 Manage Communications	10.3 Monitor Communications	

Interaction Between Process Groups and Knowledge Areas

Knowledge Areas	Project Management Process Groups				
	Initiating Process Group	Planning Process Group	Executing Process Group	Monitoring and Controlling Process Group	Closing Process Group
11. Project Risk Management		11.1 Plan Risk Management 11.2 Identify Risks 11.3 Perform Qualitative Risk Analysis 11.4 Perform Quantitative Risk Analysis 11.5 Plan Risk Responses	11.6 Implement Risk Responses	11.7 Monitor Risks	
12. Project Procurement Management		12.1 Plan Procurement Management	12.2 Conduct Procurements	12.3 Control Procurements	
13. Project Stakeholder Management	13.1 Identify Stakeholders	13.2 Plan Stakeholder Engagement	13.3 Manage Stakeholder Engagement	13.4 Monitor Stakeholder Engagement	



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TO
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PLANNING FAIL
TO**



THANKS FOR LISTENING?
ANY QUESTIONS?