

NAME: JUNAID KHAN AFRIDI

ID: 13807

SUBJECT: PROJECT MANAGEMENT

SUBMITTED TO: SIR ZAIGHAM ABBAS

SEMESTER: 6TH SEMESTER

EXAMINATION: MID TERM



IQRA NATIONAL UNIVERSITY

Answer 1:

It is a document which authorizes the existence of a project and allows the manager of the project to use resources for the carrying out project. The purpose of this document is to define the start of the project and its boundaries, creating a formal project record and getting the formal acceptance and commitment of senior or top management. It is different from a contract because it lacks certain basic features of contracts (consideration). It gives authority to the project manager to plan and execute a project. It gives general overview of the project and addresses key questions related to projects.

- What is the purpose of this project?
- Who are the stakeholders?
- What are the objectives of this project?
- What are risks associated with this project?
- What are the constraints and assumptions?
- What is team structure?
- What is scope of the project?
- What are project boundaries?

Inclusions:

A description of tasks, items and actions that are generally “included” in the project scope. For example: 200 Solar panels, 120 Watts each, with silver frames.

Inclusions defines what you will provide in detail. If you trade an “inclusive” bid, you must define what is provided. Let’s refer homeowner’s insurance. Insurance companies often use “inclusive” coverage. They will cover what the contract directly covers. The policy completely excludes everything else.

Exclusions:

A description of tasks, items and actions that are generally “excluded” in the project scope. For example: Any painting material or labor .

Exclusions define what you will not include. This is the opposite of inclusions. If you write an “exclusive” bid, you shall define what you will not provide in your service. The customer can suppose that everything else is included. When writing your project scope document, keep all the style in mind.

It also specifies the level of authority of project manager and gives an overview of the project budget and also who will be deciding the success or failure of project.

It is a document issued by project initiator or the sponsor who allow or approve the authority of project manager to use the organizational resources for the activities of project. It is signed by project sponsor or someone from top management level but is not a binding agreement (contract) and is subject to changes if situation demands.

Answer 2:

It is the process of defining, preparing and coordinating all the subsidiary plans and integrating all subsidiary plans within a project into one comprehensive project management plan. It defines and lists down all the project work and explains the execution, monitoring, controlling and closure of project. It can be summary level or detailed, depending on the nature of the project as well as organization. The project management plan contains subsidiary plans. A project management plan authorizes hen all its subsidiary pans are developed and approved. Some of the basic subsidiary plans are

- Human resource management plan
- Cost management plan
- Improvement management plan
- Change management plan
- Communication management plan
- Configuration management plan
- Scope management plan
- Schedule management plan
- And procurement management plan

As the project proceeds, its performance is measured against baselines which are included in the project management plan. The three baselines scope, cost and schedule baselines are collectively known as performance measurement baselines. If there is deviation from any off these baselines, the project manager then makes adjustments to control or adjust those deviations. It is through these baselines that success or failure of project is judged.