COVER PAGE AND DECLARATION

	Master of Business Administration (M.B.A.)
Specialization:	**Operation Management**
Affiliated Center:	**CEO**
Module Code &Module Title	**MGT580: Project Management**
Student's Full Name:	**Khiyam Hesham Alabdullah**
Student ID:	**EIU2020472**
Word Count:	**3984**
Date of Submission:	30/04/2022

I confirm that this assignment is my own work, is not copied from any other person's work (published/unpublished), and has not been previously submitted for assessment elsewhere.

E-SIGNATURE: Khiyam Al Abdullah

DATE: 30/04/2022

EIU Paris City Campus

Address:59RueLamarck,75018Paris,France|**Tel:**+33144857317|**Mobile/WhatsApp:**+33607591197|**Email:**paris@eiu.c

EIU Corporate Strategy & Operations Headquarter

Address:12thFl.AmarinTower,496-502PloenchitRd.,Bangkok10330,Thailand|**Tel:**+66(2)256923&+66(2)2569908|

Mobile/WhatsApp :+33607591197|**Email:**info@eiu.ac

Contents

Introduction

A Project is a specific series of operations which must be carried out within a specific period of time to achieve a significant objective which are essential for the companies and also are the real reason behind the creation of the project. It also specifies us about the raw materials needed, time, cost, and many more features. To operate the project smoothly and achieve the objective as soon as we want, we have to break the different activities down and we should divide it among the workers.

A Project Management is the procedure of starting, devising a plan, following the plan we have prepared, measuring our business operations with the estimated standards and should also correct the deviation being created in our business activities and if the results are favorable to the objectives, the project should be proudly and successfully closed

Scenario

Aspire Fitness Club and Spa, a membership-based fitness and health center.

In this assignment, I will talk about the third project, which is Aspire Fitness Club and Spa. As a project manager, I will discuss the budget, quality, risks and the importance of the human element in the project.

1. **Create a project proposal for Aspire Corp. which must include the following:**

Project Management

Project is an operation that is expected to be done over a certain period of time and intended to achieve a specific purpose. A project is always temporary and has a starting and ending point. It always carries an objective. If a project does not have a deadline then it is not a project. A project has a defined cost, timeline and a plan according to which it is carried out. For example, a building project was given to the constructor for the construction of a building or house. [1]

Management is the controlling and organizing of a certain task. It includes leading and managing something as well as controlling and measuring it. It may also include negotiation, for example negotiating the price of raw material and the wages of labor, controlling and observing the smooth process of the task, organizing and planning on what and where to buy raw materials from and who to assign what job.

Project management is the organizing, leading and accomplishing a specific task using the available human and material resources, time and networking. It helps in achieving goals and targets having a limited duration of time. It also helps in the development of the firm. It is used all across the different industries and is the main component in the success of construction, engineering and IT companies

Importance of Project Management

Project management is important because it ensures that the work done is accurate in processing, it is delivered well and has good value. It beings leadership and direction in a project and ensures that everything is executing according to the plan. Without management and control, the team will be left on its own and the goals of the company will not be achieved. It confirms that the project being delivered is realistically planned and set in a manner that it is on time, in budget and well planned. It also helps in controlling the quality of the product and assures that it is up to mark. Project management also discloses the risk and solves it beforehand which later can be an issue in the project

Anything or any task that has a specific start date and an end date before which it has to be completed is a project. A project can be anything from planning a friend’s birthday party or organizing an event to building a 20-floor building. A project is basically a piece of work which has a starting time and has to be finished before a due date.

Projects can vary in size. They can be long and time consuming, such projects are also known as mega projects. Some examples of long projects can be building dams, power plants or public buildings. The second category in which projects can be classified is short- term project. Less amount of money is required to complete these projects and they consume less time. An example of a short-term project can be planning a dinner for a best friend.

An individual who takes the responsibility of planning, managing, controlling and organizing a project is a project manager. A project manager has a variety of skills, some essential skills are:

- **Communication skills:** a project manager should communicate well with his/her team members, and this can only be done when the manager chooses the best communication methods by which he/she can easily and effectively deliver a message or thoughts. These messages or thoughts can be conveyed verbally or the most advanced systems such as through power-point presentation or reports. The method by which team members easily understand the concept should be chosen.
- **Team building:** as projects can be long and tiring, it is important for a project manager to have the potential to represent team building. This means that a project manager should have a friendly relationship with the team members so that he/she can even make a boring project interesting and the workers get motivated, so that the project can be easily completed. For example, the manager can create a lively environment in the workplace by talking to team members about their hobbies.
- **Conflict management:** disputes between employees or team members are common and take place in all organizations, but a perfect project manager is the one who has the ability to easily solve the disputes, although it is a tough thing. The project manager should understand the reason of the dispute and organize a meeting so that he can get a deep knowledge of the disagreement and at last keeping both the parties in consideration he/she should think of a creative and compromising solution.

Time management: it is one of the most essential skills required by a project manager. He/she should know how to correctly manage time, this means that he/she should spend time properly on different tasks involved in completing a project so that they can complete the project before the due date.

Project Manager

The project manager is expertise in project making and fulfilling through his knowledge, skills, and leadership. He sets goals for the project and is determined to achieve them. He plans and arranges the budget, resources and time. A project manager is also authoritative which means he is decisive and makes decisions for the project completion. He takes risks and challenges to reach its goals. He has good exposure to the work and sources and judgment of the situation. He can be flexible with the situation and is proactive than reactive.

Key stages of project management

Following are the key stages of project management:

Initiation of project

The first key stage of project management is the initiation of project which determines the need of the project, the project manager sets the objectives of the project that is to be started. This may be a problem or an opportunity for the business. The objective of the project determines the ultimate goal or aim of starting the project which needs to be achieved. In this stage the project manager also selects the team of the project and specifies the stakeholders who will operate the procedure of the project. The initiation key of the project alos determines the scope of the project, which contributes an importance part in the success of the plan.

Planning of the project

This is the second stage of the project which is the planning stage where after setting the objectives, you then plan the necessities of the project which are, the scope, time, cost, resources, communication, risks, networking and quality. The grander projects are subdivided into minor taskswhich lessens the burden and makes it easy to achieve the project. The project manager designs the schedule and allots the resouces for the project. The tasks that are smaller in size has more chaces of completion than larger tasks. The plan is than discuss in a meeting with the team.

Execution of the project

This is the third stage of the project management. After coming up with the objectives, making a plan and assigning a team the next step is the excution of the project which is to get the plan functioning. In this step of the project management life cycle, the project manager's duty is to keep track of tasks, assign the team members with tasks, monitor schedules, and ensuring that the work is done during compliance with the original plan.

Closure

After the team has finished the project with is the execution phase, the next stage is the closure stage. In this stage the project manager give out the result or conclusion of the project, terminates the contacts of the suppliers, submit the documents of the project to the business and present the closure to the team members. (Adrienne Watt,2019)

Why This Project is Needed

The project of establishing Aspire Fitness Club and Spa is very important and can provide the following benefits:

- The project provides services for practicing sports, especially for young people

The project makes a developmental leap for Aspire Company.

It is expected that Aspire Company will achieve more profits after the establishment of the project.

The project serves a wide segment within the city.

Advantage of Project Management

Following are the advantages of project management:

Project management is a guidline which can be used to easily complete a project. The project manager gets aware of the milestones and risks in the way, this way he is more mindful of the potholes he will be facing in the future, hence he works smarter and avoids the risks which enables him to focus on his goals more.

A good result of the project not only increases your respect and reputation but also inspires the team to work more efficiently and do more hardwork in the coming project. A good result and a good performace also increases the chances of gaining more opportunities in the future.

The project management gives a competetive edge not only in the workplace but outside the workplace also. The performance of a project helps in succeeding the business to secure it position in the market.

The project management has the greatest benefit of being flexible. It is not false that project management enables the manager to make strategies that help him achieve the goal but the greatest part of project management would be that it is flexible and if the project manager comes across a smarter track you can take it and it specially works best for small medium organizations.

In a project, coming across the rando risks may result in delay or even loss of the business, whereas in project management the factor of risk is identified before hand and the project manager can easy tackle them without having to cause any delay or loss in the project. (brighthubpm)

Key Stages of Aspire Fitness Club and Spa

The key stages of project management are:

1. Project opening which is the start of project and the goal for this point is to define the project at a wide level. Usually this point starts with the business situation.
2. Project planning which the most important out of the point for the key stages because this needs to be the successful project management this needs to be focus on developing a good plan that everyone will follow.
3. Project execution this point where needs to be developed and completed. This is like the center of the project management which what a lot is happening like a status reports and meetings, development updates and performance reports.
4. Project Performance this the progression of the project management and needs to confirm that everything happening to the project management is align.
5. Project closure this point represents the completion of the project. (Eby, 2018)

A- Project Budget

Any temporary nature of project irrespective of size or purpose as some amount of cost allotted with it, whether it is arranging a small party or building a bridge everything has a budget. A project manager plans and decided where and how will the cost occur and makes a total amount of budget for the project. The cost may be direct or indirect.

Cost is the total amount of money that is spent upon the significant raw materials, operational, service and many more materials. It is depended upon the nature and also the scope of the project. It also rests in the hands of the project managers to analyze the correct and accurate cost and provide the employee with all the things he needed. The financial responsibility of the task is dependent on a few factors. There are the assets in question, from materials to individuals, which join work costs. There are other outside powers that can affect a task, which must be considered in the expense of the work.

Cost means the total of all expenses that has been faced in the whole project. The total budget of the project is decided and the whole project is done according to decided cost. The cost of the project will cost two million euros from the beginning of work on the project to its end, going through the following steps:

Project Initiation	80000 euros
Business Case Document	80000 euros
Feasibility Study	50000 euros
Project Planning	100000 euros
Project Execution	1000000 euros euros
Project Monitoring	340000 euros
Project Closure	350000 euros

It is certain that each project differs from the other in terms of scope and requirements, and most importantly the financial resources available to be allocated to it. However, in general, the project budget is linked to several combined factors, and your understanding of them will help you make the right financial decision

B- Risk Analysis

Every project irrespect of size and purpose has always some risks attached to it. Some are avoidable risks while others are unavoidable risks. A manager should always be prepared beforehand to avoid or minimize the risks.

Risk is the fear of loss or fear of failure. There is no business or project in the world in which risks are not involved. First starting a business or a project is all about risk, you do not know whether you will gain or get loss. To minimize that risks you have to be very careful in your business and have to focus on each and every activity. Risk is not only involved in business. It can be in daily life. (al., 2019)

Aspire Fitness Club and Spa can be exposed to multiple risks more than large projects, as the risk faced by projects may lead to leaving the market because of the modest capabilities and the inability to face risks.

The risks facing the project vary in terms of time, some of which occur at the beginning of the project, some that occur during one of the project's life cycles, some that occur when the project tries to spread in the local markets, and some that occur when providing goods or services.

The risks that a project may face can be classified into two types:

a- Foreseeable risks such as:

1- Project cost risks.

2- The cost of equipment, equipment and furniture risks.

3- The risks of wages and salaries of employees.

4- Risks of expected expenses and fees.

5- Raw materials costs risks.

6- Marketing cost risks.

b- Risks that are difficult to anticipate:

1- Competition risks and its consequences.

2- The risks of technological developments and new discoveries.

3- Risks of change and development in the needs of individuals.

4- Sudden political and legal risks.

5- Financial and monetary risks.

RESOURCES:

Resources are the measure provided for the completion of Resources required to complete the survey are emails and phone for contacting the management of the Splash. The assessor was also a resource because she gave us the information about conducting the whole survey. The biggest resource was the questionnaire which was to be filled and money for the payment of transport, printing cost and phone call costs. Employees who filled the survey were also great resources. Laptops for the preparation of assignment and presentation are also the part of resources. The technical know-how is needed for operating the laptops and power point that is also a resource.

C- Projected Competition Times

A project always has a defined timeline. If a project doesn't have a starting and ending timeline then it is not called a project. The timeline of a project defines at what time the different stages of the project are to be started and ended.

Completion of the project on the specific amount of time holds a very special significance in the organisation as it determines whether the project that have been done is successful or not. A brilliant time management of the project will benefit the organisation in financial perspective which is known as "more money" and also some of the extra time if they want to make some great improvement and development of the business. There is a specific timeframe chart are being made to see at what point of time which operation we have to do; it is known as Gantt Chart.

There are times of expected competition after the completion of the project, including holidays, weekends and long vacations. People willn go to Aspire Fitness Club and Spain in winter times more than in the summer. The fitness center is expected to be out of competition on its own due to the high quality of the project

D- Quality Control Measures

One of the most important characteristics of projects is the close relationship between the project implementation period and the cost of its completion on the one hand, and the quality of work in it on the other, as any change in one end of this relationship, increase or decrease, will clearly affect the other.

For example, reducing the allocated cost of a project will prolong its implementation period, due to the lack of sufficient funds to bring the best resources for its implementation, not to mention its low quality due to the attempt to complete the work by relying on low-quality resources.

Hence, quality requirements must be taken into account when preparing the project implementation plan, in order for the project to achieve all the requirements that it is supposed to achieve upon completion. Sometimes there may be confusion between two very important expressions, each of which aims at a different goal from the other, namely “project quality” and “project grade

In order to obtain the required quality for the project, we must first determine the most appropriate quality measures and how to apply them. With regard to construction projects, it is necessary to specify the standard specifications to be followed in the implementation of the project, as there are American, British and other specifications, but not all of them necessarily fit the project and its requirements.

E- Team Member Breakdown

Work breakdown structure is a method for solving an intricate task having multiple steps, easily and efficiently. It is a hierarchal tree structuring which divides a project into smaller tasks easy to understand and manage. In WBS you divide a project into folders and subfolders to make the tasks achievable competently. It is made in such a way that is understandable by the team and each portion

Successful project managers need more than just having planning tools, schedules, and oversight. They must be able to effectively build and lead a project team. Whether the team is one person or one hundred people, working on the project or outside contractors, the project manager must be able to turn a diverse group of people into a cohesive team. Studies have revealed that projects are doomed to failure when the project manager fails to build a strong project team.

The team members in Aspire Fitness Club and Spa project depend on them for the chances of success, and this will only be done by team and cooperative work, the distribution of roles, and the job loyalty to the project. As the project manager in Aspire Fitness Club and Spa, I am responsible for selecting a homogeneous team that strives to achieve the project goals.

F- Additional Funds Request (if needed)

The project does not need any additional budgets, as two million euros are completely sufficient to complete the project and with the required specifications according to the feasibility study.

2. Create a project viability analysis, the proposal must include the following:

A. State if you believe that the railway should be built.

The construction of a railway connects Bangkok to Chiang Mai in the North of Thailand. is very important and achieves advantages and positive results, and helps to achieve development in the projects that have been completed. The more easy, convenient and cheap the means of transportation, the more this helps to satisfy consumers and the public The construction of the railway project is the lifeline between the two cities in terms of transportation, purchasing, shopping and fulfilling their needs

B. the additional ways for the proposed railway to earn income

More profits can be achieved in the railway project through the work of additional stations and roads, and the railway can be used in the process of recreation and advertising of services and products. In this way of thinking, the railway line's profits will be higher than its cost, despite our keenness that tickets are cheap, according to the Prime Minister's directions.

Conclusion

In this assignment, I talked about the fitness project and the importance and objectives of the project, as well as the importance of project management in general. I talked about the project budget, risks and feasibility. I ended the report by talking about the railway line in northern Thailand, which is the lifeline of development.

The report provides a broad presentation on project management, the specifications of the project manager, and the project's steps to its end, and explains how we can avoid and overcome project risks, and turn challenges into opportunities.

References

Balasubramanian, A., 2017. *slideshare.net.* [Online]
Available at: https://www.slideshare.net/bala1957/research-data-interpretation

Bhat, A., 2019. https://www.questionpro.com/blog/secondary-research/. *Secondary Research - Definition, Examples, Methods and Purpose.*

Biography, 2019. *Biography.* [Online]
Available at: https://www.biography.com/business-figure/richard-branson

Crossman, A., 2019. https://www.thoughtco.com/qualitative-research-methods-3026555. *An Overview of Qualitative Research Methods.*

Crown, 2013. *raeng.* [Online]
Available at: https://www.raeng.org.uk/publications/other/the-business-case-for-equality-and-diversity

Deloitte, 2017. *deliotte.* [Online]
Available at: https://www2.deloitte.com/content/dam/Deloitte/au/Documents/human-capital/deloitte-au-hc-business-case-diversity-27Feb2017.pdf

Dike, P., 2013. *core.* [Online]
Available at: https://core.ac.uk/download/pdf/38093915.pdf

Djebarni, S. E. &. R., 2010. https://www.researchgate.net/publication/307754533_Equality_and_Diversity_Management_An_Investigation_into_the_Business_Case_of_Equality_and_Diversity_Practice_in_SMEs. *The International Journal of Diversity in Organizations, Communities and Nations.*

Eby, K., 2018. https://www.smartsheet.com/blog/demystifying-5-phases-project-management. *Demystifying the 5 Phases of Project Management.*

Eley, J., 2019. https://www.ft.com/content/11daa4f0-86b2-11e9-a028-86cea8523dc2. *Retailers risk losing touch with customers over diversity.*

Hunt, V., Prince, S., Dixon-Fyle, S. & Yee, L., 2018. *mckinsey.* [Online]
Available at:
https://www.mckinsey.com/~/media/McKinsey/Business%20Functions/Organization/Our%20Insights/Delivering%20through%20diversity/Delivering-through-diversity_full-report.ashx

Juneja, P., 2015. https://www.managementstudyguide.com/project-integration-and-communication-management.htm. *Communications Management during Project Planning.*

Lavanya, N. & Malarvizhi, T., 2008. https://www.pmi.org/learning/library/risk-analysis-project-management-7070. *Risk Analysis and Management.*

Metcalf, H. & Forth, J., 2000. *core.* [Online]
Available at: https://core.ac.uk/download/pdf/4154331.pdf

Pate, E., 2018. https://classroom.synonym.com/aims-objectives-research-proposal-4168.html. *Aims and Objectives of a Reserarch Proposal.*

Shepelyuk, A., 2018. *https://www.linkedin.com/pulse/advantages-disadvantages-project-management-shepelyuk,* s.l.: s.n.

Simplelearn, 2019. *Simplelearn.* [Online]
Available at: https://www.simplilearn.com/what-is-a-project-management-plan-article

Simplelearn, 2019. *simplilearn.* [Online]
Available at: https://www.simplilearn.com/work-breakdown-structure-article

Singh, S., 2018. https://towardsdatascience.com/sampling-techniques-a4e34111d808. *Sampling Techniques.*

Taylor, C., 2018. https://www.thoughtco.com/definition-of-quantitative-data-3126331. *What is Quantitative data?.*

University, S. H., n.d. *library.sacred.edu.* [Online]
Available at: https://library.sacredheart.edu/c.php?g=29803&p=185931

Virgin, M., 2018. *Virgin.* [Online]
Available at: https://www.virgin.com/virgingroup/content/our-brand-0

Virgin, M., 2018. *Virgin.* [Online]
Available at: https://www.virgin.com/virgin-management-limited/careers/OurPurposeandValues

Virgin, M., 2018. *virginmegastore.* [Online]
Available at: https://www.virginmegastore.ae/about-us

https://www.questionpro.com/features/trend-analysis.html

https://www.statisticaldataanalysis.net/coding-quantitative-data-in-research-analysis/

https://science.jrank.org/pages/5431/Pottery-Analysis-Typological-analysis-other-dating-techniques.html

https://www.youtube.com/watch?v=cs37GlMk1K0

https://www.fashionrevolution.org/asia/united-arab-emirates/

https://www.researchgate.net/publication/334503870_Gender_equality_a_tool_for_legitimacy_in_the_fast_fashion_industry

https://www.elle.com/uk/fashion/trends/longform/a31200/diversity-in-fashion/