COVER PAGE AND DECLARATION

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

Introduction to Project Management

We will do the project management study for Aspire Fitness Club and Spa
In the feasibility study of the project, we must know every little thing. It is a very important project. And it requires us to calculate costs, profits, the possibility of future expansion and its importance in the field of the labor market. And find out if the capital covers the whole project, in addition to insurance on the project.

Project goals:

Goal:

The main objective of our company is to communicate directly with people and gain a large segment of our clients, We aim for quick and feasible projects, with a smaller budget to be completed successfully within the allotted time frame, which will enhance our name in the market by ensuring the satisfaction of our clients. To ensure there are more projects in the future. This project is a high priority, considering the importance of our customers and its brand name.

KPIs

Time: 336 DAYS, from 01st Dec,22 To 31st Oct, 23

Cost: 2000000 $

Quality:

- Customer satisfaction measured through survey should be more than 90%.
- Project activities needs to be done correctly in single instance and number of time rework done should be less than 3 for each of the project tasks.

Feasibility study of the Aspire Fitness Club and Spa project:

- Enter project data from the smallest details to the largest.
- Determining the financial capabilities accurately, and whether the capital is sufficient to enter into a huge project such as a sports club.
- Calculate all costs from the beginning of the project until the start of work.
- Establish accurate forecasts about the amount of profits gained from the project.
- Setting the conditions for expanding your project in the future.
- Determine all the services to be provided by the sports club.

Project Budget

Calculate the costs of Project

The sports club project needs a large number of equipment, devices and materials, which make people's demand commensurate with their quality. The most important materials that the gym needs are:

- An appropriate number of sports equipment must be provided for all muscles of the body and from all muscular angles that professional customers are looking for. Which leads them to stay longer in your gym.
- Special equipment should be provided for the cafeteria, and there should be refrigerators to store food and drink.
- Special tools must be provided for each client in the club.Having air conditioners for closed areas in the club to improve ventilation is a very important thing, especially in the time of Corona.
- Putting up guiding boards that explain everything to customers, to ensure their safety and adherence to the conditions of playing in the sports club. All materials for cleaning the gym must be provided.
- Children's toys should be provided in the open play area.

When choosing a project manager, when the project charter is completed and analyzed by the project manager, the focus should be on:

- The responsibility of the project manager for being the key person within the project organization and having the overall responsibility to meet the needs of the project within agreement with the constraints of time, cost, scope and quality that make up the project framework that has been set up.
- Completion of the project charter.
- Identifying stakeholders.
- Identifying project stakeholders frequently.
- Analyze and document relevant data regarding their interests, participation, influence and potential impact on the success of the project

Input	T&T	Output
project charter	Stakeholder Mapping and Representation Expert Judgement	Stakeholder Register
Business Documents	Stakeholder analysis	Change Request
Agreements	Analytical Techniques. Document analysis.	Project document updates
Organizational Process Assets	Questionnaires and surveys	Final Product
PMP ((Project Management Plan))	Records Mgmt System	Procurement Doc
EEF ((Enterprise Environmental factors))	Procurement Negotiations	Closed Procurement
	Meetings	
	Prioritization	

Project manager responsibility

The project manager is of course the key person within the project organization and has the overall responsibility for meeting the needs of the project within agreement with the time, cost, scope and quality constraints that make up the project framework that has been set up.

Contract preparation

Project contract text: Where the project manager has been selected, the project contract text has been completed

Stakeholder Register:

S. No	Stakeholder	Role	Power (H/L)	Interest (H/L)	Current Classification* *(Unaware / Resistor /Neutral /Supportive /Leading)*	Desired Classification* *(Unaware / Resistor /Neutral /Supportive /Leading)*	Strategy for effective Stakeholder Engagement
1	Sports Equipment Company	Sponsor/ Client	H	H	Leading	*Supportive*	Clarifying the project scope by Identifying the sponsor expectations at the first stage before starting then discuss it with him and covert them to a requirements within the scope
2	Municipality	Influencer	H	L	*Neutral*	supportive	High engagement & Clear communication, keep them satisfied
3	Civil Defense	Influencer	H	L	*Neutral*	supportive	High engagement & keep them satisfied
4	Sports company employees	Users	L	H	*Unaware*	Supportive	Providing information to educate them.
5	Procurement department	Project Team	L	L	*Neutral*	Supportive	Insure all supplies and material flow smoothly to the project site, have motivational working environment within the team, as well as assuring the clarity in the communication and engagement.
6	Site Team	Project Team member	L	L	*Neutral*	Supportive	Working within the project plan and target, collaboration to have motivation working environment within the team
7	Project Manager	Functional manager	H	H	Supportive	Leading	Creating healthy and motivational working environment within the team, as well as assuring the clarity in the communication and engagement. Providing information to higher management team, keep them update and clear communication.
8	Management team	Project Team	H	H	*leading*	Supportive	Assigning a leader (Project manager) for accountability & creating healthy and motivational working environment within the team, as well as assuring the clarity in the communication and engagement. Providing information to the Client (**Aspire Fitness Club and Spa**), keep them update, Clear communication and keep them satisfied
9	Designers	Project Team	L	L	*Neutral*	Supportive	Develop design documentations, technical specifications and other project related documentations as needed. Attend project meetings to discuss about any issues and new design ideas

Risk analysis and scope management plan

The project and product scope are defined and validated, and project risks are analyzed and controlled.

Risk analysis and scope management draws a future plan for guidance in the event of any type of risk.

Document individual project risks and collective sources of overall project risks.

The data indicates that the project team will respond appropriately to identifying and addressing risks

Input	T&T	Output
Project Statement Document **Project Management Plan** **All**	Expert Judgment	Risk Management set up Risk Register
• **The plan that manages the project** • **The type of project life cycle** **Agreements** **. Procurement documentation**	Data Analysis Stakeholder analysis Root cause analysis - SWOT Analysis Data Gathering - Brainstorming. - Checklists. - Interviews. Interpersonal and team skills	Project documents updates
Organizational Process Assets **Project documents** **And Stakeholder register**	Prompt Lists	
Enterprise Environmental factors	Meeting	

Planning

Scope management plan

Creating a Domain Administration prepares those documents. Which helps in defining the plan to be worked on in managing the scope throughout the project.

Input	T&T	Output
The plan that manages the project **- Quality management set up** **- The type of project life cycle**	Data Analysis	Requirements Management Plan. How project and products needs are analyzed, documented, and managed
project charter	Expert Judgment	Scope Management set up
Enterprise Environmental factors		
Organizational Process Assets	Meeting	

Project requirementsn

Define, document and manage neutral wants and needs to achieve goals.

Idea for scoping the project

Input	T&T	Output
Project Management Plan • **Scope management set up** • **Requirements management set up** • **Stakeholder engagement set up**	Data Analysis Prototypes	**Requirements documentation** • Stakeholder requirements. • Quality requirements • Project requirements.
project charter	Expert Judgment	**Requirements traceability matrix (RTM)**
Agreements **Business Documents**	Interpersonal & Team Skills	
Project documents **Organizational Process Assets**	Decision Making / Meeting	**Requirements documentation**
Enterprise Environmental factors	Focus Group	

Risk management setup

Activities involved in project risk management.

The level, type and clarity of risk management is commensurate with each risk as well as the importance of the project to the organization and its very different stakeholders.

Input	T&T	Output
The plan that manages the project **ALL**	Data Analysis Stakeholder analysis	
Project documents **Stakeholder register**	Meetings	
Project Statement Document	Expert Judgment	Risk management set up
Enterprise Environmental factors		
Organizational Process Assets		

Hazard identification

Recognize individual project risks similarly as sources of overall project risks, and document their characteristics. .

Compile data appropriately to identify risks and challenges.

Input	T&T	Output
Project Management Plan **All**	Expert Judgment	Risk Register
Enterprise Environmental factors	Meetings	
Organizational Process Assets	Prompt Lists	Risk management set up
Agreements	Data Analysis • Root cause analysis	Project documents

Procurement documentation	• SWOT Analysis • Data Gathering • Brainstorming. • Checklists. • Interviews.	updates

Qualitative risk analysis

This type of analysis is considered realistic because it uses mathematical calculations. It is also known as calculating risk using objective data (quantitative risk analysis). Data will be used to determine the impact of risks on project objectives during this process such as project timeline, cost, and scope basis.

After conducting a qualitative analysis of the risks, a quantitative analysis of these risks is carried out. In order to take the appropriate steps to avoid those risks.

The probability and effect of an individual risk or behavior by assessing it are two different characteristics

Input	T&T	Output
Project Management Plan **Risk management plan**	Expert Judgment	
Organizational Process Assets	Meetings	
Enterprise Environmental factors		
Project documents ✓ **Risk register** ✓ **Stakeholder register**	**Data Gathering** **Data Analysis** • Risk Data Quality Assessment • Risk Probability and Impact Assessment. **Interpersonal and team skills** **Risk categorization** **Data representation**	Project documents updates

High Level Risks

S.NO	Risk	Risk Rating (Impact)	Solution
1	Project budget increased/ Unexpected increases in material costs	H	keep 10 - 15% buffer in case of budget increase
2	Injury in the construction site	M	Proper safety training for the workers. And provide safety equipment and environment. With regular safety check.
3	Equipment's machine failure	H	Regular maintenance for the Sport machine and the equipment. Keep in mind back-up and standby machine and equipment.
4	Delay project schedule due to Regulatory issues neither change in order and plan.	H	The correct communication between the contracting company with it is expanding Aspire Fitness Club and Spa .and agreeing on all the details need to start the project and all the details about the design and expect to avoid changes and amendment in the plan while operating the project. Obtain all regulatory approvals before starting the project to prevent project delays.
5	Lack of sports equipment and training equipment	H	Continuous monitoring and maintenance of sports equipment by specialists on a daily or weekly basis and arranging needs accordingly. Contracted Reserve Resource (Plan B)
6	Poor project management	H	Project will succeed is happen when our company achieves the goal and meets the stakeholder's expectations. To avoid poor management, need to have experienced and highly skilled project manager has all the capabilities to handle the project in all aspects to avoid project failure. Which the PM implement best project management techniques for the project success. On the other hand he can make all of the team members to be actively involved and strongly devoted to the project success.
7	Shortage of manpower of trainers and health experts	M	Ensure that each involved department has identified number of required staff from beginning of the project
8	Termination of the contract	H	Identify the risks witch can led to terminating the contract and develop a mitigation strategy. The contract documents should include the process and procedures witch adopted to mitigate the contract risks.

Quality management arrangement

Defining and managing quality necessities, documenting them with evidence of compliance with quality necessities and standards.

Input	T&T	Output
Project Management Plan **- Requirements Management Plan** **- Risk Management Plan** **- Stakeholder Engagement plan** **- Scope Baseline**	Expert Judgement Data Gathering Data Analysis Decision making Data representation Test and Inspection planning	Quality management plan *Quality metrics *Project management plan updates *Project documents updates
Project documents	Meetings	
Organizational Process Assets		
✓ **Enterprise Environmental factors**		

Resource Plan Management

- **Estimating, acquiring, managing, and using team and material resources**
- **Determine the approach and level of management effort required**
- **Project type and quality.**

❖ **TEAM IDENTIFICATION**

Requirement/component	Skills needed	Role/SME description
Custom API	Prior experience, REST, JSON, CSS, html, JScript, stack.	Developer (L4)
Data import	Manipulate .csv data using Python.	Developer (L4)
Network set up	Network configuration	Engineer

❖ **TEAM ACQUISITION**

Role or SME	Person or team if known	Acquisition
Developer (L4)	Global Services Team	Resource Manager
Consultant	Local Consulting Team	Resource Manager
Security SME	Acme Security Company	Contract Acme Security Company (on approved supplier list)
Project Manager	Unknown	New recruit on 3-month contract. Project Sponsor to manage process.

❖ **Training requirements**

❖ **Rewards and appreciation**

❖ **Team development and building**

❖ **Equipment/materials identification and estimation**

Estimate Costs

Estimating costs for the value of the resources required to complete the project and determining the financial resources needed to complete the project.

Input	T&T	Output
Project Management Plan • **Scope management plan** • **Quality management plan** • **Cost management plan** Business documents ❖ **Lessons learned register** ❖ **Project schedule** ❖ **Resource requirements** ❖ **Risk register**	**Bottom up estimating** Data analysis 1. Alternatives analysis 2. Reserve analysis 3. Cost of quality Project management information system Decision making Voting	Cost estimates Basis of estimates Project documents updates Assumption log Lessons learned register Risk register
Project documents		
Organizational Process Assets		
Enterprise Environmental factors		

Managing collaboration with stakeholders

Communicate with stakeholders to satisfy their desires and expectations. Address problems and foster engagement that allows the project manager to increase support with stakeholders.

Purchases

Obtaining marketing centers responses, selecting an authorized dealer, and implementing the legal agreement for delivery. With official contracts.

Monitoring and Control Operations Group

Monitor all activities Scope control, schedule control, cost control, quality control, procurement, communications, risk control stakeholders.

Closing process and termination of all project activities

- Seller's formal acceptance and termination of open claims.
- Update records and calculate final results.
- Archive information for future use.
- Handing over the project to the second phase.

Establish a high-speed railway

The railway project is an integrated regional project that meets the transportation needs, as it will link the railway network between Bangkok and Chiang Mai in northern Thailand is 683.5 km. It will be a useful option for travelers and cargo in the region. The project is also expected to contribute significantly to the economic growth, development and prosperity of the region, diversifying the available means of transportation and reducing transportation costs. The project will also promote and facilitate regional trade and support national industries. In addition to building the institutional capacities and skills required to develop the sustainability of railways.

High Speed Rail Construction

Because the journey takes only eighty minutes, while the buses are twelve hours, and of course the times of the regular trains. And the cost is much cheaper than flights. Where the traveler enjoys the scenic beauty of captivating beauty, which gives the train another advantage over the luxury railway B-2. The expected income from railways can be increased Using it for freight to transport products, it achieves smart economic gains

Conclusion :

Effective project management	Poorly managed projects
Meet business objectives	Missed deadlines
Satisfy neutral expectations	Cost overruns
Be a lot of predictable	Poor quality
Increase probabilities of success	Rework
Deliver the correct merchandise at the correct time	Unsatisfied stakeholders
Resolve issues and issues	Loss of reputation for the organization

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