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COVER PAGE AND DECLARATION

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I confirm that this assignment is my own work, is not copied from any other person's work (published/unpublished) and has not been previously submitted for assessment elsewhere.

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Introduction:

- The need of government and private institutions alike is increasing day by day to hire individuals with special qualification, skills and experience , whose task is to manage the project implemented by these institutions , but the reality also indicates that many who describe themselves as project managers have become so by pure chance, in addition to the fact that they don't have the skills and experience necessary for this type of work, here, it is worth saying: if a person takes over the management of a project, the matter becomes a disaster if he doesn't have knowledge and awareness of project management, perhaps this explains why many projects have failed.
- The project manager must have a project management skills to help him complete the project on time within the limited budget and according to the specified goals, thus , this manager is supposed to be qualified for study and training in the field of project management because this field of study includes the study of project management strategies in terms of defining project objectives and avoiding committing costly mistakes resulting from forgetfulness and neglect, in addition to it directs people's skills necessary to create collaboration, support and resources to get work done.
- Hence, it must be emphasized that the study and learning of project management isn't limited to project managers only, but that members of the work team on the project also need to know how to implement the project phases and the same applies to executives who also need to understand and know how their support for all efforts made in the process of managing the project of the institution.
- In this project, we will be able to know the meaning of project management and how this type of management differs from traditional functional business management.

- **Chapter 1.**

- 1. Project Charter:**

After kick-off meeting with steering community of Aspire International Corporation establish to understand their requirement and project details, we have arranged the charter of the project as following.

1.1. Project name: Food market store.

2.1. Project Time: 5 – 7 months.

3.1. Location: Millennium tower – G floor - Shaikh Zaid Road – Dubai.

4.1 Reasons:

4.1.1. The area having high demand of customers required organic food.

4.1.2. We can cover from Jumeirah & Al Wasel road till Jabel Ali.

5.1. Market Size: 600 – 1000 square feet / one floor.

6.1. Organizational Structures:

6.1.1. We will use balanced matrix and choose a project team from other dept.

6.1.2. Team Member:

Function	Name
Project Manager	Mohammed Atif
Sponsor	Herald Nazareth
Procurement	Lumen Kanjiram
Finance	Mohammed Arfan
Project Execution	Usama Shadi
IT	Jaweed
HR	Aya Magdy
Maintenance and electronic work	Expert Judgment

7.1. Purpose:

7.1.1. Sale all organic food like organic grains & Legumes & spices, ETC....

7.1.2. Sale Veg & fruits.

7.1.3. Sale dairy food like fresh milk & fresh yogurt and fresh cheese, ETC.....

7.1.4. Sale fresh juice.

7.1.5. Sale fresh meat & chicken.

8.1. Milestone:

8.1.1. Select all suppliers and close the supplying procedure with them on 15th May

8.1.2. Complete staff training along with close store policies on 18th June.

8.1.3. Testing the equipment's along with store setup like security and safety on 3rd Aug.

8.1.4. Testing after Finishing maintenance and IT work on 5th Aug.

8.1.5. Receiving and setup the stocks on 3rd Sep.

8.1.6. Close the project on 29th Sep.

9.1 Budget:

9.1.1. Budget amount: 2M Euros.

10.1. Team member's breakdown & authority of stakeholders and responsibilities:

Function	Name	Authority & Responsibilities	Approval budget level of required
Steering Committee	Aspire's stakeholders	Approve the project plan and any extra budget required.	Above 500K of budget.
Project Manager	Mohammed Atif	Responsible for whole project.	Till 500k of budget.
Sponsor	Herald Nazareth	Assist project manager and having authority to following the project in absence of project manager.	Till 500k of budget.

Procurement	Lumen Kanjiram	Purchase all materials & stocks and responsible for contracts with all suppliers and equip the market as well.	Till 250K of budget.
Finance	Mohammed Arfan	Identify the spending budget and record all bills in hard and soft copies.	All approval budget needs his sign.
Project Execution	Usama Shadi	Identify the complete work in market to start work	Till 10K of budget.
IT	Jaweed	All IT includes barcodes creation and cashier system.	NIL / need to link with Lumen (procurement) if he required any stuff.
HR	Aya Magdy	Arrange the interviews with new staff and time schedule & salary & Uniform & store policies and staff responsibilities and replace the staff if required during project	NIL / need to link with Mohammed Atif (Project manager) if she required any advertising to recruit new staff.

2. Project Scope Statement:

2.1. Work breakdown structure template (WBS).

- 2.1.1. Work breakdown.
- 2.1.2. Team Member breakdown.
- 2.1.3. Project budget.
- 2.1.4. Resources Needed.
- 2.1.5. Estimated time.

Project Name	Food Market
Project Manager	Mohamed Atif
Project Sponsor	Herald Nazareth

WORK BREAKDOWN STRUCTURE TEMPLATE - TASKS

Task No.	Task Description	Task Owner	Dependency	Resources Needed	Cost
1	Initiation Phase				
1.1	Maintenance work	Lumen Kanjiram & Mohammed Arfan	Procurement & Finance	Expert Judgment	EUR 290,000
1.1.1	Cleaning & painting				
1.1.2	Electronic work				
2.1	IT Work	Jaweed & Lumen Kanjiram & Mohammed Arfan	IT & Procurement & Finance		EUR 1,500,000
2.1.1	Purchase internet server			Our Staff	
2.1.2	Purchase Electronic equipment's			Expert Judgment	
3.1	Finishing Work	Lumen Kanjiram & Mohammed Arfan	Procurement & Finance	Expert Judgment	EUR 50,000
3.1.1	arrange & fixing the equipment's				
3.1.2	Fixing market shelves				
4.1	Tests	Jaweed & Lumen Kanjiram	IT & Procurement		NIL
4.1.1	Light & Air conditions			Expert Judgment	

4.1.2	internet & Cashier system			Our staff	
2	Planning Phase				
2.1	Contact with suppliers	Lumen Kanjiram	Procurement	Our staff	NIL
2.1.1	Get price proposal & offer details by mail				
2.1.2	Select suppliers who met with our work standard				
2.2	Select the market staff	Aya Magdy	HR	Our staff	NIL
2.2.1	Management Crew				
2.2.2	Accountants				
2.2.3	Cashiers				
2.2.4	Shelf boys				
2.2.5	Cleaners				
2.2.6	Customer services				
3	Execution Phase				
3.1	Delivery	Usama Shadi		Our staff	NIL

3.1.1	Following suppliers to deliver on time		Project Execution		
3.1.2	Ensure to receive products as per LPO				
3.2	Display				
3.2.1	Ensure to display all products in right place				
3.2.2	Offers area				
4	Control Phase				
4.1	Staff	Aya Magdy	HR	Our staff	EUR 100,000
4.1.1	Salary				
4.1.2	Staff schedule				
4.1.3	Uniform				
4.1.4	Market Time schedule				
5	Close Phase				
5.1	Ensure all meeting are conducted	Mohammed Atif & Herald Nazareth	Project Manager & Sponsor	Our staff	EUR 10,000
5.1.1	Deliverables are accepted				
5.1.2	Exit criteria are met				

5.1.3	Completion criteria are met				
5.1.4	Stakeholders' satisfaction				
5.1.5	Celebration				

3. Project competition times:

3.1. Activities starting and ending dates.

3.2. Activities attributes.

3.3. Estimated Completion times.

Activity	Activity Description	Start date	End date	Activity attributes	Estimated Completion
1	Contact with suppliers and get price proposal & offer details by mail	1-Mar	30-Mar	Start	1 Month
2	Start to announce about new jobs in store throughout the newspapers and social media	1-Mar	30-Mar	Start	
3	Contact with clothing factories	1-Apr	30-Apr	lead	1 Month
4	Meeting with stakeholders to get information about Uniform color for each position in market	15-Apr	30-Apr	leg	
5	Select suppliers who met with our work standard	1-May	15-May	Start	15 days
6	Start to communicate with selected suppliers to get offers and know their processors to open an account with them.	1-May	15-May	Start	

7	Select the market staff	16-May	16-Jun	start	1 Month
8	Start to announce about new jobs in store throughout the newspapers and social media	16-May	16-Jun	finish	
9	Give the staff their responsibilities and fix their job positions in market	17-Jun	18-Jun	Finish	1 day
10	Closed staff training	17-Jun	18-Jun	Finish	
11	Selected one cloth factory	19-Jun	30-Jun	Finish	12 days
12	Give design and staff measurements	19-Jun	30-Jun	Start	
13	Cleaning	1-Jul	5-Jul	Finish	15 days
14	Maintenance & Electronic work and IT Works	6-Jul	16-Jul	Start	
15	Painting	17-Jul	27-Jul	lead	10 days
16	Purchase and delivery the internet server & Electronic equipment's	22-Jul	27-Jul	leg	
17	Arrange & fixing all equipment's	28-Jul	3-Aug	Start	7 days
18	Fixing market shelves	28-Jul	3-Aug	Start	
19	Test Light & Air conditions	4-Aug	5-Aug	lead	1 day
20	Test internet & Cashier system	4-Aug	5-Aug	leg	
21	Start Receiving products and items	6-Aug	26-Aug	Start	20 days

22	Upload items details in system	6-Aug	26-Aug	Start	
23	Create barcodes for all items	27-Aug	3-Sep	Finish	7 days
24	Display all products in their place	27-Aug	3-Sep	Finish	
25	Final meeting with stakeholders	29-Sep	29-Sep	lead	Same day
26	Celebration	29-Sep	29-Sep	leg	

4. Project Risks:

4.1. Identify Risks:

- 4.1.1. Increased trade licenses fees.
- 4.1.2 Procedures or change going to apply in import products.
- 4.1.3. Change the suppliers due to quality of products.
- 4.1.4. Delays to health place check up from health municipality.
- 4.1.5. Delays to safety place check up from safety and security municipality.
- 4.1.6. Delays to deliver the equipment's.
- 4.1.7. Delays to deliver the stocks.
- 4.1.8. Delays to arrange shelves and prepare store on time.
- 4.1.9. Delays to upload data and create a barcode.
- 4.1.10. Delays to choose and prepare the store's staff before opening

4.2. Probability and Impact Matrix:

Probability and Impact Matrix						
Probability	Rank					
5	5	10	15	20	25	
4	4	8	12	16	20	
3	3	6	9	12	15	
2	2	4	6	8	10	
1	1	2	3	4	5	
Impact	1	2	3	4	5	

4.3. Risk registration format:

NO	Risks	Probability	Impact	Risk score	Responses	How to sort out
		Rank: 1-5	Rank: 1-5			
1	Increased trade licenses fees	1	2	2	Accept	Will keep it under additional funds or will use from the rest of budget if we have it.
2	Procedures or change going to apply in import products	2	1	2	Accept	
3	Change the suppliers due to quality of products	2	3	6	Mitigate	1. Plan to get each product from different resources. 2. Keep alternate list for each product.
4	Delays to health place check up	4	5	20	Mitigate	1. Will submit the documentation early. 2. Get all information about health procedure to avoid any

	from health municipality					delays. 3. Ask expert person who has experience in this case.
5	Delays to safety place check up from safety and security municipality	4	5	20	Mitigate	1. Will submit the documentation early. 2. Double test before check day. 3. Will check if we can get introductory visit before check day.
6	Delays to deliver or receive the equipment's	2	5	10	Mitigate	1. Early follow up with suppliers. 2. Keep one person available always in store for receiving. 3. Arrange outsource list in case for any issue we faced.
7	Delays to deliver the stocks	2	4	8	Mitigate	1. Inform all suppliers early about receiving date through official mail. 2. Once we fix shelves for any section will contact suppliers to deliver the stocks and display it.
8	Delays to arrange shelves and prepare store on time	1	4	4	Mitigate	1. Purchase the shelves early. 2. Keep one week time before grand opening to test and check everything.

9	Delays to upload data and create a barcode	2	3	6	Mitigate	1. Arrange outsource list of the best IT companies who could finish the work fast. 2. Purchase barcode machine early. 3. Could create the barcodes early and keep it ready. 4. Purchase the best internet server in market. 5. Double test the internet before start IT work.
10	Delays to choose and prepare the store's staff before opening	2	3	6	Transfer	1. Get the employees from outsource companies. 2. Prepare outsource companies list to use if needed.

5. Additional Funds request (if needed):

5.1. We have fixed EUR 290,000 for maintenance & electronics work and due to increase price of materials we need additional funds.

5.2. We have fixed EUR 1,500,000 for purchasing equipment's of store and IT work and we will ask for additional funds due to

5.2.1. Purchase more or add equipment's are not planned.

5.2.2. Increase fees of electronic equipment's.

5.2.3. Expert judgments if need to test modern equipment's.

5.3. We have fixed EUR 100,000 for purchase staff Uniform, and we will ask for additional fuds due to

5.3.1. Increase pieces of Uniform.

5.3.2. Provide jackets or safety shoes.

5.3.3. Increase quality of Uniform.

5.4. To mitigate risks NO 4 & 5 if required to

5.4.1. Arrange expert judgement.

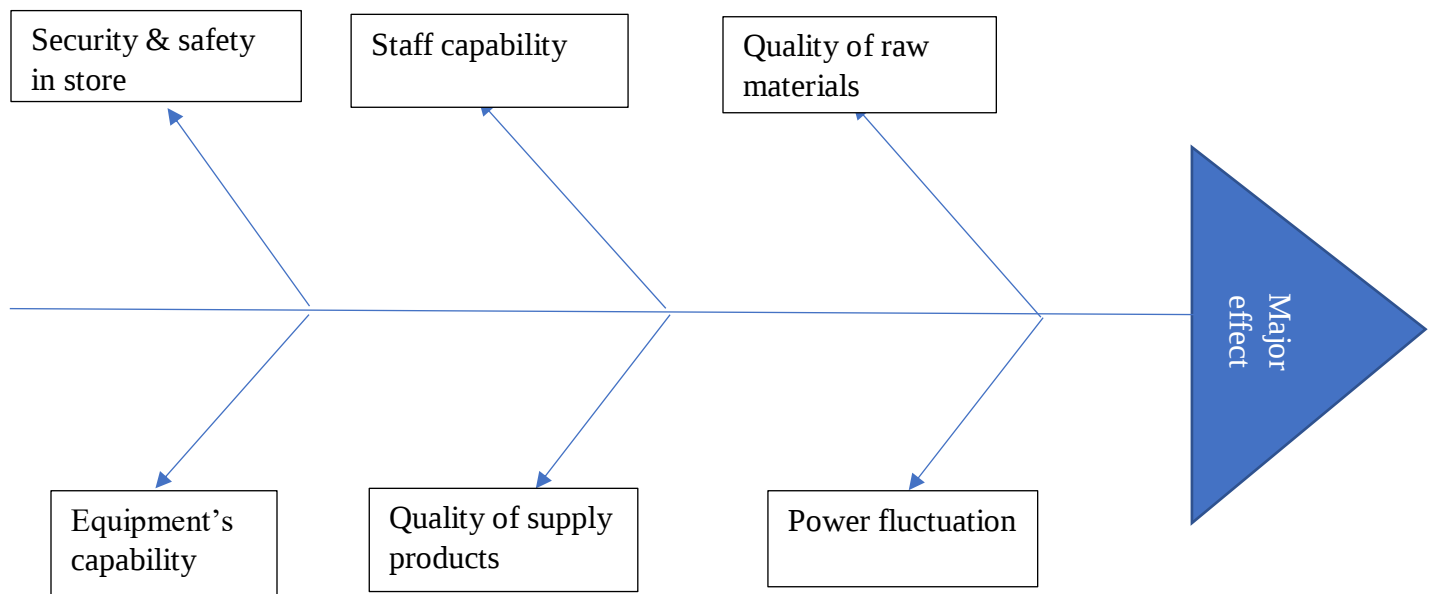
5.4.2. Double test before check day.

5.5. To mitigate risk No 6 if required outsource to deliver the equipment's.

5.6. To mitigate risk NO 9 if required outsource to arrange IT work in store.

6. Quality Control Measures:

6.1. Cause and effect diagram: we will use Fish bon matrix



6.2. Identify the measures of quality:

To do this part in right way so we will link with our milestone to confirm the work of each part before starting other part.

		Milestone			
		Complete staff training along with close store policies on 18 th June.	Testing the equipment's along with store setup like security and safety on 3rd Aug.	Testing after Finishing maintenance and IT work on 5 th Aug.	Receiving and setup the stocks on 3 rd Sep.
Quality Matrix	Equipment's capability		We will measure both after finish testing if they aren't having any issue and they have capability to give the requirements so will proceed, if not so the options will be either will fix it if small issue or will replace it if big issue.		
	Security & safety in store				
	Staff capability	We will measure it after completing their training, if they are capable to work so will proceed, if not so the options will be either will filter the low performance employees and retraining them or will replace them permanently.			

	Power fluctuation			We will measure both after finish testing if they aren't having any issue, so we will proceed, if not so we will increase the power supply if issue in power fluctuation and if the issue in raw materials so we will replace it or fix it.	
	Quality of raw materials				
	Quality of supply products				We will measure it after receiving all products, if they aren't having any damage or expiry issue, we will proceed, if not we will ask suppliers to replace it immediately

In the end, with my assumptions in above I have mentioned some ways to cover any project from starting to end.

Chapter 2:

After prime minister Mr.Gen has meet with Japanese company regard the new railway which need to build from Bangkok to Chiang Mai, he has called me for a meeting to suggest either will build it or not , so I suggest the following assumptions will be achieve hence we can go head in this project.

1. The railway plan to know if should be build or not.

1.1. Building time will take 2 years maximum.

2.1. Not more than 25KM distance.

3.1. Schedule time should be 4 shifts in day each shift 6 hours.

4.1. The cost: as per him project cost should be 100 billion baht maximum the following operations should not exceed mentioned amounts

4.1.1 Cost of digging works and raw materials should be around 5 billion baht maximum.

4.1.2. Cost of manufacture and installation of train bars should be around 7 billion baht maximum.

4.1.3. Cost of manufacture and arrange train carriage should be around 200 thousand baht.

4.1.4. Cost of tractor trains should be around 500 thousand baht.

4.1.5. Cost of train stations should be around 1 million.

4.1.6. Cost of IT work should be around 1 million

4.1.7. Cost of electronic gate machines including internet servers and other IT machines should be around 10 billion.

5.1. Should be around 3 trains are working in one line so the totals will be 6 trains plus 2 trains as a spare for any technical issues.

6.1. The numbers of train carriage for one train should be around 10 carriages so the total train carriages will be 60 train carriages plus 10 more train carriage as a spare.

7.1. The numbers of employees should be around 300 employees maximum to cover the following jobs:

7.1.1. Trains drivers and assistances including the inspectors or tick collector should be around 54 to 60 employees.

7.1.2. The maintenance team should be around 10 to 15 employees.

7.1.3. The IT teams should be around 4 to 6 employees.

7.1.4. Cashiers should be around 60 employees for each station so the total numbers will be around 120 persons in whole stations.

7.1.5. Coordinators between each station should be 4 persons so the total numbers of employees will be 40 employees in whole stations.

7.1.6. The rest of employees will be around 59 employees, those will be working between station managements and main office.

8.1. Mr.Gen wants the train ticket for one passenger not exceed 1200 baht so the live time of railway should be 10 to 15 years and the numbers of passengers should be around 40,000 to 50,000 passengers need to travel through railway daily so he can recover the cost of the project and achieve solid income during this period, hence after the above assumptions of the project cost won't exceed the fixed budget and it will achieve a good income for country as well , so I am suggesting to go ahead in this project.

2. The additional ways to earn income:

He has asked for any additional ways to increase income of this project and the following are some suggestions for it:

1.2. Advertisements:

1.2.1. Arrange selected places in train or stations for advertisements of companies.

1.2.2. Create advertisement boards in entrance or outside ways of each station.

1.2.3. Arrange LCDs for each station for advertisements of companies or any announcements of the stations itself.

1.2.4. Communicate with big or multi-international companies to create their logos in creative ways in each station.

1.2.5. Create page in social media applications like face book or twitter, ETC.... to get any feedback about our services and announce any instructions or information's and add advertise about any companies are dealing with us or rental persons of our kiosks.

2.2. Build kiosks or convenience stores and rent to normal persons to serve passengers.

3.2. Communicate with big or multi-international restaurants to open branches in each station.

4.2. Make ticket categories: which it will as additionally fees for the following

4.2.1. Ride the premium train carriage or VIP carriage.

4.2.2. To use WIFI inside the train.

4.2.3. To use train cargo carriage like transfer vehicle or Motorbike, ETC...

4.2.4. If passengers want full board services during traveling time.

5.2. Create web site online and smart phone application for railway to book tickets and other facilities and through them audiences have ability to book ticket & time & place as well with extra fees.

6.2. Add fixed phone in each station for any emergency case and audiences could use by coins and magnetic card.

7.2. Make ticket subscriptions and create magnetic card for audiences to whom traveling or use the railway daily with extra fees.

8.2. Create tickets categories to whom having ticket subscriptions.

9.2 Make one section in customer services to help passengers to carry bags or packing, ETC...with extra fees

10.2. Give to outsource company to manage the project for agreed period time and get rental or partnership with them against some arrows.

There are more ways to get benefits from railway and I have mentioned some in above and in the end, I have given brief to how to thing as project manager in business ways as well.

Conclusion:

- The interest in the feasibility study in any project is due to it being a means that helps in making rational investment decisions, which allows achieving economic efficiency in using the available amount of economic resources.
- Feasibility studies are necessary for all projects of different sizes and types, as they can be carried out for new projects, expansion of existing projects, replacement and renewal or desire for technological development, the size and cost of these studies depend on the size and nature of the project and the amount of money invested in it.
- In this project, I tried to highlight the importance of feasibility study by deepening the theoretical aspects regarding the evaluation of investment projects and revealing the role of these study in decision making.
- The project management is originally a series of interconnected and integrated studies for different aspects of the project from, its emergence as an idea until reaching the final decision to accept or reject it, the completion of this study depends on the availability of all data and information related to the project's basic objectives and on the presence of a specialized team that owns diverse experience and skills, and we were able to reach the following results:
 - A. The first project: it makes us to learn how to think as project manager when receiving a project till close it is going through the stages of the art of project management like scope, time breakdown, managing resources, risk, budget, project quality, till close the project.
 - B. The second project: it makes us to learn how to think as project manager but from business side as a consulting and how to participant in decision making.
- In the end, I believe the project management isn't only study to use in career, but it should be become as a lifestyle.

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