Chapter 1:

What's the different between Project and Program?
Program is a set of projects or collection of projects. **Projects** are temporary operations or endeavor undertaken to create a unique product, service, or result.

What are the project attributes?
1. Unique
2. Temporary
3. Developed using progressive elaboration

The triple constraints of project management?
scope, time, and cost

They are 3 but add (Quality and Treat off) to them.

Stakeholder definition?
Stakeholders are the people involved in or affected by project activities.

What's the knowledge area? and the 4 core knowledge area, the 4 facilitating knowledge area.
the key competent that project managers can develop in the project
4 core knowledge areas are (scope, time, cost, and quality)
4 facilitating knowledge areas are (human resources, communication, risk, and procurement management)

Super tools definition?

Are tools that have high use and high potential for improving project success.

What helps projects succeed?
1. Executive support
2. User involvement
3. Experienced project manager
4. Clear business objectives
5. Minimized scope
6. Standard software infrastructure
7. Firm basic requirements
8. Formal methodology
9. Reliable estimates
10. Other criteria, such as small milestones, proper planning, competent staff, and ownership

Project portfolio management:

هو ملف مشاريع اختار منه الانسب واللي راح يضيف فاليو للانتربرايس..

وعلى ايش يهتم بالستراتيجيك او التاكتيكال؟ ... غالبا بالستراتيجيك

Strategic or tactical goals and what is the different between them?

Strategic for long term

Tactical for short term.

10 important skills for project managers?

understand the organization

leadership

knowledge in business need

good listener

soft skills

integrity

….

And so on

The different between leader and manager?

A leader focuses on strategic objectives and the long-term goals and big- picture objectives and inspiring people to achieve those goals.

A manager deals with the day-to-day activities to meet specific goals.

- <u>Every leader is a manager but not every manager is a leader.</u>

Project Management Professional (PMP)

بس فهمها مايهم التواريخ ولا الاحصائيات اللي فيها ^

Chapter 2:

Define the system thinking: describes this holistic view of carrying out projects within the context of the organization.

Define the systems approach: with the system philosophy and Systems analysis:

A **systems approach** describes a more analytical approach to management and problem solving
Three parts include:
Systems philosophy: an overall model for thinking about things as systems.
Systems analysis: problem-solving approach.

What is the different between system approach and system thinking?

What are the three sphere models for system management?
Business
Technology
Organization

The four main frames and the different between them?
Structural frame:
Focuses on roles and responsibilities, coordination and control. Organization charts help define this frame.
Political frame:
Assumes organizations are coalitions composed of varied individuals and interest groups. Conflict and power are key issues.
Human resources frame:
Focuses on providing harmony between needs of the organization and needs of people.
Symbolic frame:
Focuses on symbols and meanings related to events. Culture is important.

The 3 basic organizational structure? And the different between them?

Functional: functional managers report to the CEO
Project: program managers report to the CEO
Matrix: middle ground between functional and project structures; personnel often report to two or more bosses; structure can be weak, balanced, or strong matrix

غالبا الفروقات فيها بتكون من ناحية الريبورت عن ايش ولمين
مثلا الفنكشنال راح يكون عن البريفورمنس او الشغل حقي.. وإذا انا بروجكت مانجر صلاحياتي راح تكون
أكثر وين.. الخ

<mark>Organization culture and the 10 characteristics?</mark>
What the importance of top management commitment?
فيها ان التوب مانجر ممكن يدعم المشروع أكثر وممكن يساعد في تقديم موارد أكثر للمشروع

the top managers can support the project more and provide more resources, help leading the project, faster approving... and so on

Project life cycle, water fall, iterative, software development … all are important.

The different between Predictive and Adaptive Software Development (ASD) life cycle?

Predictive: the scope of the project can be clear from the beginning, and the schedule and cost can be predicted.
Adaptive: the requirement can't be expressed clearly and the projects are mission driven and component based.

Project of traditional life cycle phases?
Concept
Development
Implementation
Close-out

وراح تكون مقسمه لقسمين:

Feasibility and acquisition

الفيزيبيليتي تكون في بدايه المشروع وتقيس مدى جدول المشروع نفسه،
الاكويزيشن عن اني احاول احقق المشروع او اكسبه بالطريقة الصحيحه.

 Issues and suggestions for globalization?
<u>**Issues**</u>
Communications
Trust
Common work practices
Tools

<u>**Suggestions**</u>
Employ greater project discipline
Think global but act local
Keep project momentum going
Use newer tools and technology

Outsourcing, offshoring, and virtual team? And the different between them.

What are the advantages and disadvantages for virtual team?

Chapter 3:

اغلبه كيس ستدي، غير مطالبين فيها.
اهم شي في هالتشابتر:
البروسس قروب، مهم نعرف كل وحده فيهم
تعريف البروسس والميثودولوجي والستاندرد
الفرق بين الميثودولوجي والستاندرد
الفرق بين البروسيس والفيزسز

what's the different between processes and phases?
what's the different between Methodology and Standard?

Process is set of activities or series of actions.

Methodology is describing how things should be done.
Standard is describing what should be done.