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Masters in Project management

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Figure 1: Course evaluated through QALP: Introduction to Project Management

Zoom meeting recoreded <https://app.read.ai/analytics/meetings/01HGN5ZWFK8D855XY51JH5HG4J?utm_source=Share_CopyLink>

Course evaluated through QALP: Introduction to Project Management.

Credits added: 3 credits

Course Objective:

The objective of this course is to provide a comprehensive understanding of project planning and monitoring principles, tools, and techniques. Participants will gain the necessary skills to effectively plan, execute, and monitor projects throughout their lifecycle, ensuring successful outcomes.

Course Description:

This course will cover key aspects of project planning and monitoring, including defining project goals, creating work breakdown structures, estimating resources and durations, scheduling activities, identifying and managing risks, monitoring progress, and making necessary adjustments to keep projects on track. Participants will learn how to use various project management methodologies and software tools to effectively plan and monitor projects. Additionally, the course will address common challenges faced during project planning and monitoring and provide strategies to overcome them.

Multiple-Choice Questions:

1. Which of the following is NOT a primary objective of project planning?

a) Determining project goals and deliverables

b) Estimating resources and durations

c) Identifying project risks

d) Assigning tasks to project team members

Answer: d) Assigning tasks to project team members

2. What is the purpose of a work breakdown structure (WBS)?

a) To create a project schedule

b) To estimate project costs

c) To define project goals and deliverables

d) To identify project risks

Answer: c) To define project goals and deliverables

3. Which of the following is a key component of effective project monitoring?

a) Controlling project scope

b) Assigning project tasks

c) Estimating project costs

d) Defining project goals

Answer: a) Controlling project scope

4. Which project management methodology focuses on iterative and incremental development?

a) Agile

b) Waterfall

c) Prince2

d) Scrum

Answer: a) Agile

5. What is a critical path in project management?

a) The longest path of dependent tasks in a project schedule

b) The most important tasks in a project

c) The shortest path to project completion

d) The total duration of a project

Answer: a) The longest path of dependent tasks in a project schedule

6. Which of the following is NOT a project constraint?

a) Time

b) Cost

c) Quality

d) Stakeholder satisfaction

Answer: d) Stakeholder satisfaction

7. What is the purpose of a risk register in project management?

a) To track project progress

b) To identify potential risks and their impacts

c) To document project tasks and responsibilities

d) To estimate project costs

Answer: b) To identify potential risks and their impacts

8. Which project management tool is used to depict the project tasks, their durations, and dependencies?

a) Gantt chart

b) Pert chart

c) Fishbone diagram

d) Process flowchart

Answer: a) Gantt chart

9. What does the acronym SMART stand for in relation to project goals?

a) Specific, Measurable, Achievable, Relevant, Timely

b) Specific, Manageable, Aligned, Realistic, Timely

c) Strategic, Measurable, Aspirational, Relevant, Time-bound

d) Specific, Measurable, Attainable, Relevant, Time-bound

Answer: d) Specific, Measurable, Attainable, Relevant, Time-bound

10. What is the purpose of a project charter?

a) To develop the project budget

b) To define project goals and objectives

c) To assign tasks to project team members

d) To monitor project progress

Answer: b) To define project goals and objectives

11. Which technique is used to determine the probability and impact of project risks?

a) SWOT analysis

b) Monte Carlo simulation

c) Benchmarking

d) Root cause analysis

Answer: b) Monte Carlo simulation

12. Who is responsible for approving changes to the project scope?

a) Project sponsor

b) Project manager

c) Project team members

d) Stakeholders

Answer: a) Project sponsor

13. Which of the following is NOT a component of a project communication plan?

a) Communication frequency and channels

b) Project budget

c) Stakeholder roles and responsibilities

d) Escalation procedures

Answer: b) Project budget

14. What does the term "RACI" represent in project management?

a) Responsible, Accountable, Consulted, Informed

b) Resource Allocation and Cost Index

c) Risk Assessment and Control Initiatives

d) Realistic, Achievable, Competitive, Inclusive

Answer: a) Responsible, Accountable, Consulted, Informed

15. Which type of dependency exists between two tasks when one cannot start until another has finished?

a) Start-to-Start

b) Finish-to-Start

c) Start-to-Finish

d) Finish-to-Finish

Answer: b) Finish-to-Start

16. What is the purpose of a project closure phase?

a) To finalize project deliverables and hand them over to the client

b) To gather lessons learned for future projects

c) To celebrate project success with the project team

d) All of the above

Answer: d) All of the above

17. Which tool is commonly used for stakeholder analysis in project management?

a) SWOT analysis

b) Pareto chart

c) Power/Interest grid

d) Ishikawa diagram

Answer: c) Power/Interest grid

18. What is the purpose of a project kick-off meeting?

a) To close out a project

b) To launch a project and align stakeholders

c) To monitor project progress

d) To conduct a project audit

Answer: b) To launch a project and align stakeholders

19. Which of the following is an example of a project constraint?

a) Customer satisfaction

b) Team experience and expertise

c) Availability of resources

d) Project quality

Answer: c) Availability of resources

20. What is the purpose of a lessons learned document in project management?

a) To track project milestones

b) To identify potential project risks

c) To document project outcomes and key learnings

d) To estimate project costs

Answer: c) To document project outcomes and key learnings

Part II: 5 essay questions with answers.

1. Question: What is project management?

Answer: Project management is the practice of planning, organizing, and executing projects to achieve specific goals within defined constraints.

2. Question: What are the key phases in the project management life cycle?

Answer: The key phases in the project management life cycle are initiation, planning, execution, monitoring and controlling, and closure.

3. Question: What are the primary responsibilities of a project manager?

Answer: The primary responsibilities of a project manager are to define project objectives, develop a project plan, allocate resources, manage risks, and effectively communicate with stakeholders.

4. Question: How do you identify and prioritize project risks?

Answer: Project risks can be identified through various techniques such as brainstorming, expert interviews, and historical data analysis. Once identified, risks can be prioritized based on their potential impact and likelihood.

5. Question: What are the key elements of a project plan?

Answer: A project plan typically includes objectives, scope, milestones, tasks, resources, budget, risk management, and communication strategies.

6. Question: How do you ensure effective communication among project stakeholders?

Answer: Effective communication among project stakeholders can be achieved by establishing clear communication channels, using appropriate tools and technology, conducting regular meetings, and providing timely updates.

7. Question: What is the role of a project charter?

Answer: A project charter is a document that formally authorizes the existence of a project, defines its objectives, and outlines the project manager's authority and responsibilities.

8. Question: How do you manage project scope changes?

Answer: Project scope changes should be evaluated for their impact on objectives, schedule, and resources. Changes should be documented, analyzed, and approved by the project sponsor before implementation.

9. Question: What is the significance of project risk management?

Answer: Project risk management helps identify, assess, and mitigate potential threats and opportunities that can impact project success. It improves decision-making and minimizes the likelihood of project failure.

10. Question: What are some common challenges in project management?

Answer: Common challenges in project management include scope creep, resource constraints, communication gaps, changing requirements, and managing project risks.