## Chapter 3 – PM Roles

**Pages (51 – 68) / PMBOK 6th Edition**
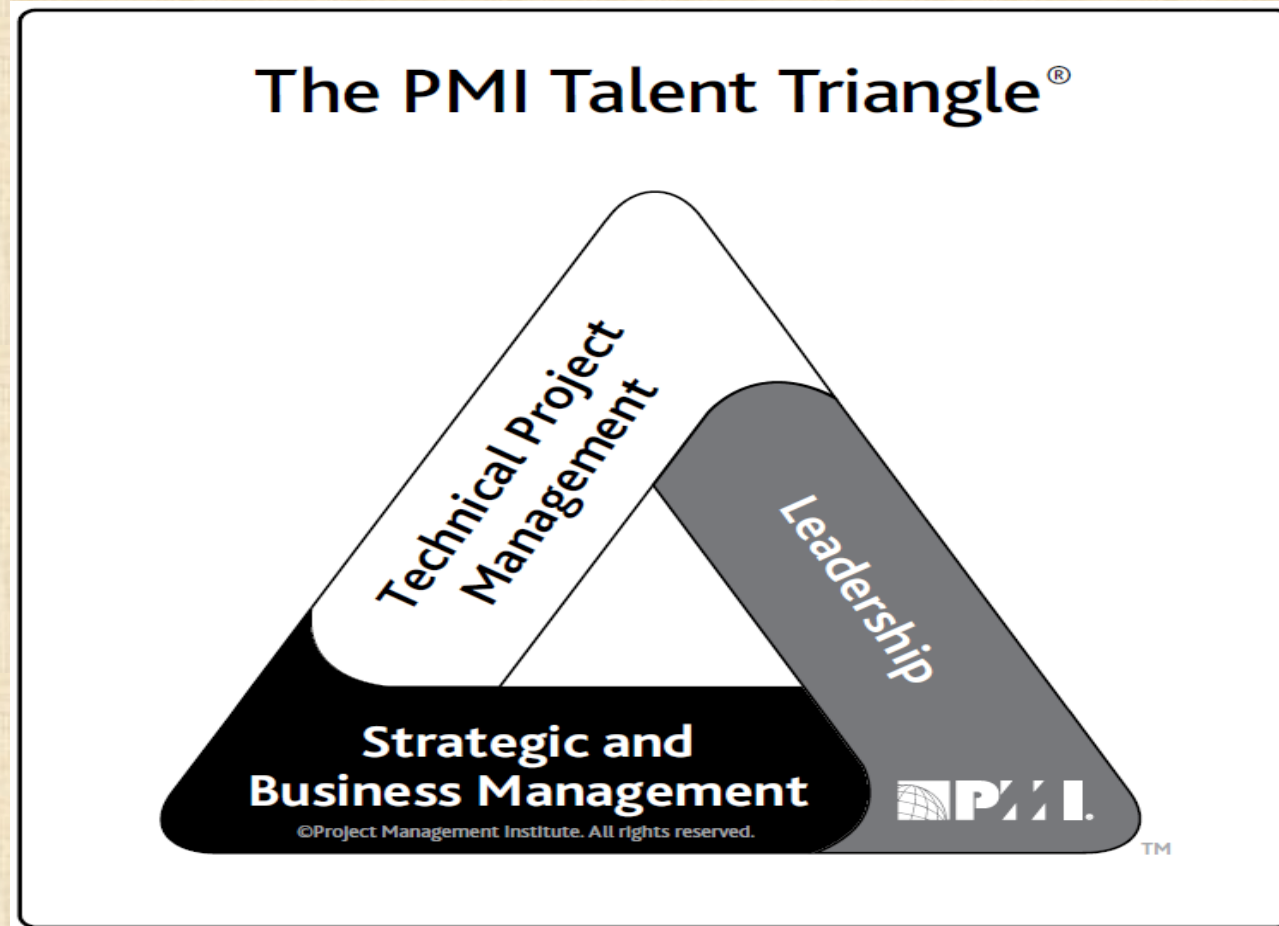
**PM Sphere of Influence   دائرة تأثير مدير المشروع**
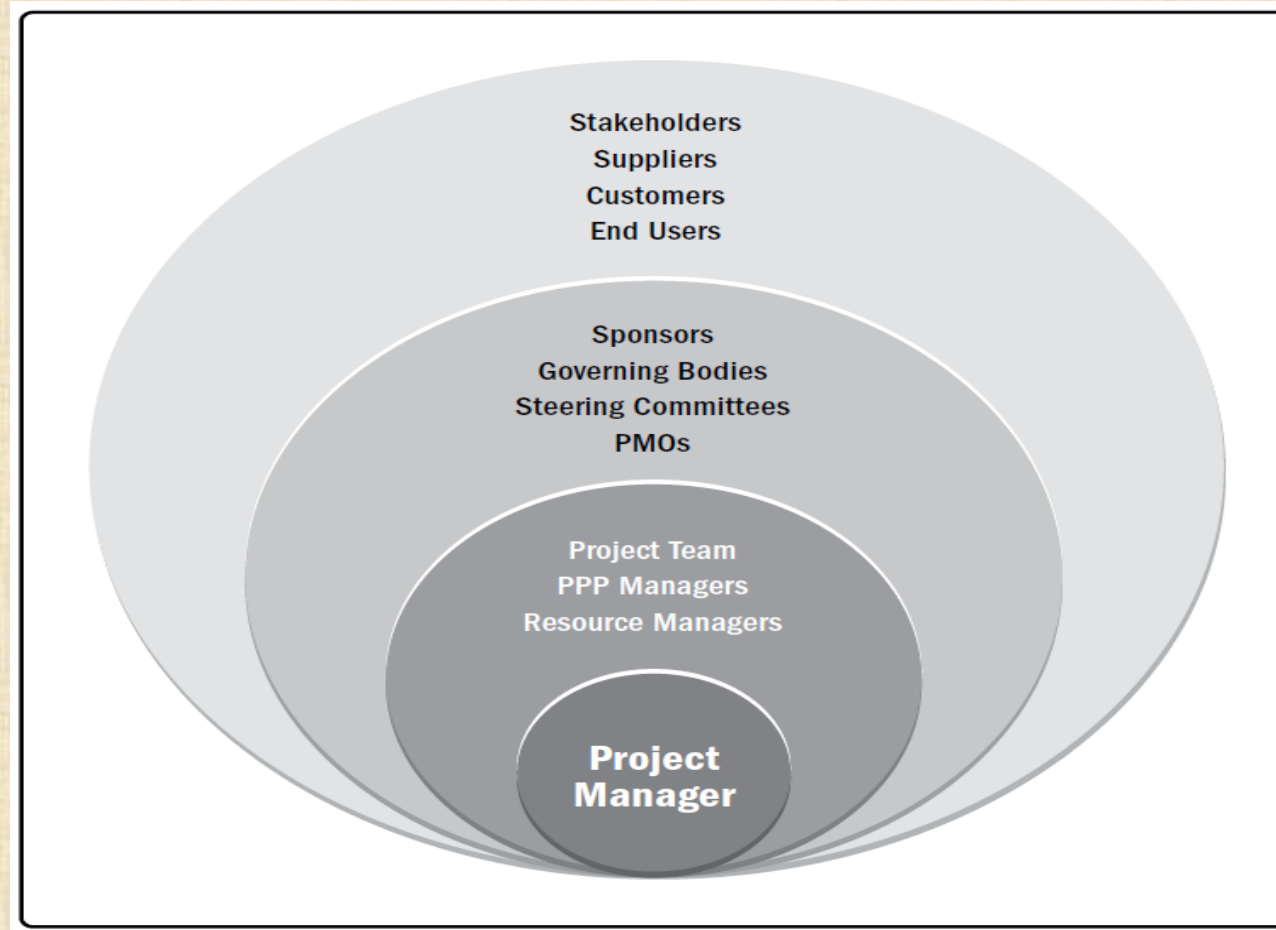
**PM Competences    مهارات مدير المشروع**



The PMI Talent Triangle®

Technical Project Management

Leadership

Strategic and Business Management

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**PMI.**
TM

# Chapter 3 – PM Roles

## PM Technical Skills

1-Focus on Critical success factors, Schedule, financial reports, & Issue log
2- Tailoring of tools & techniques
3- Manage project elements

## PM Strategic & Business Management Skills

1- Explain to others the essential business aspects جوانب of a project
2- Work with the sponsor, team, & experts to develop an appropriate project delivery strategy
3- Implement that strategy in a way that maximizes the business value of the project.

# Chapter 3 – PM Roles

**Leadership Styles**

1- <u>Laissez-faire</u>              Allowing the team to make **their own decisions** & **establish their own goals**

2- <u>Transactional</u>              Focus on **goals, feedback**

3- <u>Servant leader</u>              **Serve** & put **other people first**; focuses on **other people's growth & learning**

4- <u>Transformational</u>              **Empowering followers** through idealized attributes and behaviors, inspirational motivation, encouragement for innovation and creativity, and individual consideration);

5- <u>Charismatic</u>              Able to **inspire** الهام; **high-energy**, **enthusiastic** متحمس, **self-confident** ثقة بالنفس; holds strong **convictions** عنده إقناع قوي

6- <u>Interactional</u>              **Combination** of transactional, transformational, and charismatic

7- <u>Leadership</u>              **Direct** Team, **Achieve Business Goals**, **Motivate**, **Trust** building

# Chapter 3 – PM Roles

**Personality    الشخصية**

| | | |
|---|---|---|
| 1- Authentic | accepts others, show open concern | جدير بالثقة |
| 2- Courteous | apply appropriate behavior and etiquette | مهذب |
| 3- Creative | think abstractly, to see things differently, to <u>innovate & create</u> | مبتكر |
| 4- Cultural | measure of <u>sensitivity</u> cultures as <u>values</u>, <u>norms</u> <u>الاعراف</u>, and <u>beliefs</u> | مثقف |
| 5- Emotional | <u>define emotions & information</u>; measure <u>interpersonal skills</u> | عاطفي |
| 6- Intellectual | measure of <u>human intelligence</u> over multiple aptitudes | عقلاني وذكي |
| 7- Managerial | measure of <u>management practice</u> and potential | إداري |
| 8- Political | measure of <u>political intelligence</u> and <u>making things happen</u> | سياسي |
| 9- Service-oriented | evidence of willingness to <u>serve other</u> people | خدوم |
| 10- Social | ability to understand and <u>manage people</u> | إجتماعي |
| 11- Systemic | drive to understand and <u>build systems</u> | نظامي |

# Chapter 3 – PM Roles

<u>PM Roles & Responsabilities</u>

1- <u>Initiating</u> Processes                          **8** Roles & Responsibilities

2- <u>Planning</u> Processes                          **13** Roles & Responsibilities

3- <u>Executing</u> Processes                          **7** Roles & Responsibilities

4- <u>Monioring & Controlling</u> Processes          **7** Roles & Responsibilities

5- <u>Closing</u> Processes                          **7** Roles & Responsibilities


Note: Total No. of PM Roles is **42**, and there is more than <u>20 Questions</u> about them in the Real Exam

# Chapter 3 – PM Roles

**1- Initiating**

| | |
|---|---|
| 1- Proj. Assessment | Support Evaluation of Feasibility |
| 2- Key Deliverables | Manage Customer expectation & Proj. Goals |
| 3- Stakeholders Analysis | Meet Expectation & Get Support |
| 4- High level of Risks, Constraints & Assumptions | Propose Implementation Strategy |
| 5- Develop Proj. Charter | Get SH Agreement on its Elements |
| 6- Proj. Charter Approval | Commitment & Acceptance |
| 7- Benefits Analysis | Alignment with Organizational Strategy & Business Value |
| 8- Informing SH with Charter Approval | Ensure Understanding Roles & Responsibilities |

# Chapter 3 – PM Roles

2- Planning

1- Review **Requirements**                    Detailed Deliverables

2- **Scope** Manag. Plan          3- **Schedule** Manag. Plan          4- **Cost** Manag. Plan

5- **Resources** Manag. Plan     6- **Communications** Manag. Plan    7- **Procurements** M. Plan

8- **Quality** Manag. Plan        9- **Change** Manag. Plan           10- **Risk** Manag. Plan

11- **Proj. Manag. Plan**          Get Approval to proceed in Executing

12- **Kick off Meeting**           Inform & Engage SH & Get Commitment

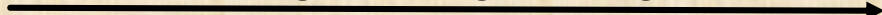13- **SH Engagement Plan**         Manage SH & Their Expectations
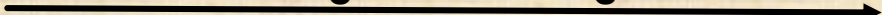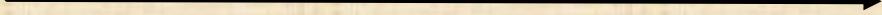
# Chapter 3 – PM Roles

3- Executing

1- Acquire & Manage Team

2- Manage Executing according to Proj. Manag. Plan

3- Implement Quality Manag. Plan

4- Implement Approved Changes — According to Change Manag. Plan → Meet Proj. Requirements

5- Implement Approved Actions — According to Risk Manag. Plan → Reduce Impacts

6- Manage Information Flow — According to Communications Manag. Plan → Inform & Engage SH

7- Maintain SH Relationships — According to Stakeholders Engagement. Plan → Get Continuous Support

# Chapter 3 – PM Roles

**4- Monitoring & Controlling**

1- <u>Measure Performance</u>                    **Identify/ Quantify Variances & Corrective Actions**

2- <u>Manage Changes</u> ——— According to ———→ **Goals Aligned with Business Needs**
                          Change Man. Plan

3- Verify Deliverables                    **Requirements & Business Needs**

4- Asses Risk                    **Manage Risks & Opportunities**

5- Review Issue Log & Get Corrective Actions    **Reduce Impacts**

6- <u>Capture Lessons Learned</u> According to Lesson ——→ **Continuous Improvement**
                          Learned Man. Techniques

7- <u>Monitor Procurements</u> ——— According to ———→ **Verify Compliance with Project Objectives**
                          Procurements Man. Plan

# Chapter 3 – PM Roles

**5- Closing**

**1- Final Approval for Deliverables** —— Relevant SH ——→ **Ensure Scope & Deliverables Achievement**

**2- Transfer Ownership of Deliverables** —— Assigned SH —→ **Facilitate Proj. Closure**

**3- Financial, Legal, Administrative Closure**      **Formal Closure & Transfer Liability**

**4- Final Report** —— According to Communications Manag. Plan ——→ **Project Performance & Evaluation**

**5- Lessons Learned** —— Which Documented Thought the Project ——→ **Update Organization Knowledge Base & Future**

**6- Archive Proj. Documents** —— Statutory / Legal ——→ **Used in Future Projects & Audits**

**7- SH Feedback** —— According to SH Engagement Plan ——→ **SH Satisfaction**

# Dr. Ahmed AbdelHady - PMP Preparation Course (6ᵗʰ Edition)

| Chapter | Pages – PMBOK 6ᵗʰ Edition | Status |
|---|---|---|
| 1- Introduction | 1 - 36 | Done |
| 2- Projects Environment | 37 - 50 | Done |
| 3- PM Roles | 51 - 68 | Done |
| 4- Integration | 69 - 128 | Not Yet |
| 5- Scope | 129 - 172 | Not Yet |
| 6- Schedule | 173 - 230 | Not Yet |
| 7- Cost | 231 - 270 | Not Yet |
| 8- Quality | 271 - 306 | Not Yet |
| 9- Resource | 307 - 358 | Not Yet |
| 10- Communication | 359- 394 | Not Yet |
| 11- Risk | 395- 458 | Not Yet |
| 12- Procurement | 459- 502 | Not Yet |
| 13- Stakeholder | 503 - 536 | Not Yet |