# **TO STUDY THE IMPACT OF WORK BREAKDOWN STRUCTURE IN CONSTRUCTION WITH REFERENCE TO TECHNOLOGY**

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***Abstract*: The various industries are renowned for its complexity and the challenges it presents in managing projects efficiently. To overcome these challenges, professionals in the construction field have long utilized project management techniques to enhance coordination, optimize resource allocation, and improve overall project performance. One such technique that has gained significant recognition is the Work Breakdown Structure (WBS).**

**Furthermore, the Work Breakdown Structure improves communication and collaboration among project stakeholders. It establishes a common language and framework for discussing project requirements, responsibilities, and deliverables. It facilitates coordination between different project teams, subcontractors, and suppliers, enabling seamless integration of efforts and reducing the likelihood of misunderstandings or delays.**

**In conclusion, the Work Breakdown Structure plays a crucial role in construction project management. Its impact spans across various aspects of the project lifecycle, including planning, coordination, monitoring, and risk management. By providing a clear and structured framework, the WBS enables project teams to better understand project requirements, optimize resource allocation, enhance communication, and effectively manage project risks. Therefore, implementing a well-defined Work Breakdown Structure is essential for improving project outcomes and achieving success in the construction industry.**

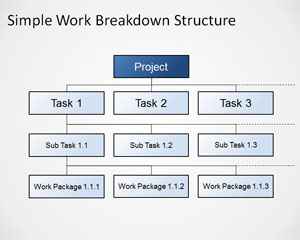
***Keywords— work breakdown structure, risk management, monitoring.***

I INTRODUCTION

A work breakdown structure (WBS) is a project management tool that takes a step-by-step approach to complete large projects with several moving pieces. By breaking down the project into smaller components, a WBS can integrate scope, cost and deliverables into a single tool.

a deliverable-oriented hierarchical decomposition of the work to be executed by the project team to accomplish the project objectives and create the required deliverables. It organizes and defines the total scope of the project. Each descending level represents an increasingly detailed definition of the project work. The WBS is decomposed into work packages. The deliverable orientation of the hierarchy includes both internal and external deliverables.”

Some commonly used terms used with WBS project management include:

* **Acceptance Criteria:** Standards to be met to achieve customer or other stakeholder requirements
* **Budget:** Expenses associated with the project, which can be broken down by deliverables or phases
* **Deliverables:** The product, service or results created at various stages of the project. For instance, in a website design project, a deliverable-based WBS would be structured around deliverables such as URL, layout and written content
* **Milestones:** Critical stages of the project identified in the WBS
* **Phases:** The various stages of a project. For instance, in a website design project, a phase-based WBS would be structured around things like discovery, design and launch, rather than specific deliverables
* **WBS:** Work breakdown structure
* Fig. 1. Work breakdown structure.

Work breakdown structure is a helpful project management tool for several reasons. First, it breaks down the project into bite-size components, making the project less overwhelming and more manageable.

Second, it provides a roadmap for the different individuals and teams working on the project. Many projects involve different teams moving in tandem, all of which need to coordinate and integrate for project completion. By using a WBS, the various individuals and teams can focus on their specific tasks and deliverables while also seeing how their piece fits into the project as a whole.

Finally, a WBS is an excellent tool for measuring project completion, identifying milestones and allocating budget resources. By using the 100% rule, project managers can be confident that the project is properly budgeted and that they won’t run into any roadblocks due to a “surprise” deliverable.

II LITERATURE REVIEW

Adedokun, Ogunsemi, Aje, Awodele, & Dairo, 2013 Various authors have defined project risk in different way. Project risk has positive and negative effects on project objectives; Wang, Dulaimi,& Aguria, 2004). It is the measure of the probability, severity and the exposure to all hazards of an activity (Sarkar & Panchal, 2015). Risk is closely connected to uncertainty and is a commonly used term in all kinds of contexts, but is often related to the negative outcome of a certain event. Moreover, risks have stochastic nature (Hamzaoui, Taill andier, Mehdizadeh, Breysse, & Allal, 2015).

Astrid Dwi Lestari, Ayu Herzanita, Yusuf Latief There is very little discussion about the needs of occupational health within the University area. In fact, the University is a place where interaction occurs not only for lecturers and students, but also employees, contractors and other visitors with very varied backgrounds and cultures. The lack of application of OHSMS in the construction sector in the University area causes a high number of work accidents. Making a safety plan at the initiation stage can reduce and prevent potential hazards that will occur. One of the methods can be used to reduce work accidents is by developing a safety plan using WBS (Work Breakdown Structure). This study aims to develop a WBS-based construction occupational safety and health plan for structural and architectural work buildings. This study develops a safety plan based on Regulation of Minister of PUPR No. 21 of 2019. This study uses literature study techniques for risk identification and questionnaires validation by experts with a minimum of 5 years experiences in OHS construction project. The result of this study is identification of hazards, impacts, prevention, OHS objective and programs. The results will be used for the development of a safety plan, intending to improve occupational safety and health performance and reduce occupational accidents in construction projects.

W.A.Z. Wan Abd Rahman, N.I. Mohd Zaki and M.K. Abu Husain Razak Faculty of Technology and Informatics, University Teknologi Malaysia, 54100 KualaLumpur, Malaysia The aim of this research is to define the Work Breakdown Structure (WBS) and to understand the linkages between WBS and man-hours development for Shipbuilding Project. The Work Breakdown Structure (WBS) is the best tool to simplify the complexity of the project and this research will define the complete and accurate WBS of a Hull Ship since it is an important and critical activity in every shipbuilding to estimate the project schedule, cost and labor man-hours. The methodology will involve latest literature review related to Shipbuilding WBS and man-hours estimation and a suggestion will be made for the best method of WBS and man-hours development. Implication from this research will assist Project Manager and Project Team to develop an improved project schedule planning method, which be utilized during project management to identify the best WBS and project man-hours. This also will lead to cost reduction in terms of man-hour optimization when the proper tasks and activities are clearly defined during WBS development.

Defi Nurul Hidayah1, Yusuf Latief1 and Leni Sagita Riantini1 Work activities on construction projects can experience disruptions caused by various things, one of the causes is the occurrence of work accidents. Identification and early analysis of potential hazards in each work packet, work methods, work activities, resources and environments in the WBS (Work Breakdown Structure) can prevent work accidents. Thus the need for WBS standardization is very important in presenting the assessment of risk, impact and frequency arising from workplace accidents. The purpose of this study was to develop a risk-based WBS standard for safety planning on dam construction. The results of this study are WBS standards, implementation methods, activities, potential hazard risks, safety planning using risk-based WBS standards.

Osama Abudayyeh (Department of Civil and Construction Engineering, College of Engineering and Applied Sciences, Western Michigan University, Kalamazoo, Michigan, USA Asset inventory is an essential part of any building asset management system and is needed by such functions as condition assessment and deterioration prediction. Previous studies in asset management systems have suggested the use of one of the many standard construction classification systems, such as Uniformity or Master Format, in achieving the goals of asset management. However, each classification system has its unique features, and it has been developed for different purposes and may not necessarily be directly adaptable to asset management. A proper classification system is thus needed to achieve the goals of building asset management effectively. Such a system must take into consideration the objectives and functions of asset management. Therefore, the purpose of this paper is to establish a unified work breakdown structure (WBS)-based framework for building asset inventory.

Robert T. Hans. Software project scope verification is a very important process in project scope management and it needs to be performed properly and thoroughly so as to avoid project rework and scope creep. Moreover, software scope verification is crucial in the process of delivering exactly what the customer requested and minimizing project scope changes. Well defined software scope eases the process of scope verification and contributes to project success. Furthermore, a deliverable-oriented WBS provides a road map to a well-defined software scope of work. It is on the basis of this that this paper extends the use of deliverable-oriented WBS to that of scope verification process. This paper argues that a deliverable-oriented WBS is a tool for software scope verification.

Through the study the it can be find that how to implement work breakdown structure in daily routine so that things can get easier and less complicated.

The Work Breakdown Structure (WBS) has various potential applications across different domains and industries. Some of the potential application domains of the WBS are as follows:

Project Management: The WBS is widely used in project management to break down a complex project into smaller, more manageable tasks. It helps in organizing and planning the project activities, assigning responsibilities, estimating resources and durations, and tracking progress.

Construction and Engineering: In construction and engineering projects, the WBS is utilized to divide the project into distinct phases, such as site preparation, foundation construction, structural development, electrical installation, plumbing, finishing works, etc. This allows for efficient project planning, cost estimation, and resource allocation.

Information Technology: IT projects often involve multiple components and sub-projects. The WBS can be employed to structure and organize activities related to software development, system implementation, network infrastructure setup, database design, quality assurance, user training, and so on.

Event Management: Event planning requires a systematic approach to handle various tasks and subtasks. The WBS can assist event managers in categorizing event elements, including venue selection, logistics management, program development, marketing and promotion, registration, guest management, and post-event evaluation.

Marketing and Advertising Campaigns: The WBS can be used to organize marketing and advertising campaigns by breaking them down into different phases or components, such as market research, creative development, media planning, content creation, campaign execution, and performance analysis.

Product Development: When developing a new product or launching a product line, the WBS can aid in structuring activities like research and development, design, prototyping, manufacturing, testing, packaging, marketing, and distribution.

Research Projects: In research endeavors, the WBS can help in delineating the different stages of the research process, such as literature review, data collection, data analysis, experimentation, report writing, and publication.

Software Development: The WBS can assist software development teams in organizing the development process into modules, features, or user stories, facilitating project planning, task assignment, and tracking of progress.

Training Programs: The WBS can be utilized to structure training programs by breaking them down into modules, topics, learning objectives, instructional design, content development, delivery methods, evaluation, and assessment.

Business Process Improvement: When undertaking process improvement initiatives, the WBS can be employed to identify process steps, activities, and tasks, allowing for a systematic approach to analyzing, redesigning, and implementing improved processes.

These are just a few examples of the potential application domains of the Work Breakdown Structure. Its versatility makes it a valuable tool for organizing and managing a wide range of projects and initiatives.

The Work Breakdown Structure (WBS) holds significant importance in project management and various other domains. Here are some key reasons why the WBS is important:

Project Planning: The WBS provides a structured approach to project planning by breaking down the project scope into manageable components. It helps identify all the tasks, deliverables, and activities required to complete the project successfully. This aids in accurate project estimation, resource allocation, and scheduling.

Scope Management: The WBS helps in defining and controlling the project scope. It ensures that all the project requirements and objectives are captured and accounted for. By clearly identifying the project deliverables and their hierarchical relationships, the WBS assists in preventing scope creep and maintaining project focus.

Task Assignment and Responsibility: The WBS facilitates clear task assignment and responsibility allocation. Each component or work package in the WBS can be assigned to specific team members or departments, ensuring clarity and accountability. This promotes effective communication and coordination among team members.

Project Organization and Structure: The hierarchical structure of the WBS provides a visual representation of the project's organizational framework. It helps stakeholders and team members understand the project's overall structure, the relationships between different components, and how they contribute to the project's objectives. This improves project transparency and coordination.

Resource Management: By breaking down the project into smaller components, the WBS enables better resource management. It allows project managers to estimate the resources required for each work package, such as personnel, equipment, and materials. This aids in resource allocation, budgeting, and optimizing resource utilization.

Progress Tracking and Reporting: The WBS serves as a baseline for tracking project progress and monitoring performance. As the project progresses, actual progress can be compared against the planned activities defined in the WBS. This helps in identifying any deviations, delays, or bottlenecks and enables timely corrective actions. The WBS also facilitates effective project reporting by providing a clear structure for presenting project status and updates.

Risk Management: The WBS supports risk management by enabling the identification and assessment of risks at a granular level. Each work package or component in the WBS can be analyzed for potential risks and appropriate mitigation strategies can be developed. This enhances risk identification, response planning, and overall project resilience.

Communication and Stakeholder Engagement: The WBS provides a common language and framework for effective communication among project stakeholders. It facilitates discussions, decision-making, and collaboration by offering a structured representation of the project's scope, tasks, and interdependencies. This enhances stakeholder engagement and fosters a shared understanding of the project.

Overall, the Work Breakdown Structure plays a crucial role in project management by providing a systematic and organized approach to project planning, scope management, resource allocation, progress tracking, and stakeholder communication. It serves as a foundational tool for successful project execution and control.

III. RESEARCH CHALLENGES

The Work Breakdown Structure (WBS) has several important uses in project management and related fields. Some of the key uses of the WBS are:

Project Planning: The WBS helps in planning and organizing project activities by breaking down the project scope into manageable components. It provides a structured framework for identifying all the tasks, deliverables, and work packages required to complete the project.

Task Management and Assignment: The WBS facilitates effective task management by providing a clear hierarchy of project components. It allows project managers to assign tasks to specific team members or departments, ensuring accountability and clarity in responsibilities.

Time and Resource Estimation: By breaking the project into smaller components, the WBS enables more accurate estimation of time and resources required for each work package. This helps in developing realistic project schedules and budgets.

Progress Tracking and Monitoring: The WBS serves as a baseline for tracking project progress. By comparing actual progress against the planned activities defined in the WBS, project managers can monitor the completion status of each work package and identify any delays or deviations. This allows for timely corrective actions to be taken.

Cost Estimation and Control: The WBS supports cost estimation and control by providing a breakdown of project activities. Project costs can be estimated for each work package, allowing for better budget allocation and control.

Scope Management: The WBS helps in defining and managing the project scope. It provides a visual representation of the project deliverables and their hierarchical relationships. This assists in preventing scope creep, ensuring that all project requirements are captured and accounted for.

Communication and Collaboration: The WBS serves as a communication tool, enabling effective communication and collaboration among project stakeholders. It provides a shared language and framework for discussing project tasks, deliverables, and dependencies, enhancing communication and understanding.

Risk Management: The WBS supports risk management by allowing risks to be identified at the work package level. This enables better risk assessment and the development of targeted risk mitigation strategies for each component of the project.

Decision Making: The WBS provides a structured view of the project, making it easier for project managers and stakeholders to make informed decisions. It allows for better prioritization, resource allocation, and identification of critical paths or dependencies.

Training and Documentation: The WBS can be used as a training tool to educate team members and stakeholders about the project structure and components. It also serves as a valuable reference for project documentation and knowledge transfer.

These are just some of the common uses of the Work Breakdown Structure. Its versatility and applicability make it a valuable tool for project management across various industries and domains.

The Work Breakdown Structure (WBS) plays a crucial role in project management. Here are some key roles and functions of the WBS:

Project Planning: The WBS assists in the planning phase of a project by breaking down the project scope into smaller, more manageable components. It provides a structured framework for organizing and categorizing project activities, tasks, and deliverables.

Scope Definition: The WBS helps in defining the project scope by identifying all the major deliverables and work packages that need to be completed. It ensures that all project requirements are captured and accounted for, preventing scope creep and providing a clear understanding of project boundaries.

Task and Responsibility Assignment: The WBS facilitates task management and responsibility assignment by breaking down the project into smaller tasks or work packages. It enables project managers to assign specific tasks to team members or departments, promoting clarity and accountability.

Time and Resource Estimation: The hierarchical structure of the WBS allows for more accurate estimation of time and resources required for each work package. By estimating the effort and resources needed for individual components, project managers can develop realistic project schedules and allocate resources effectively.

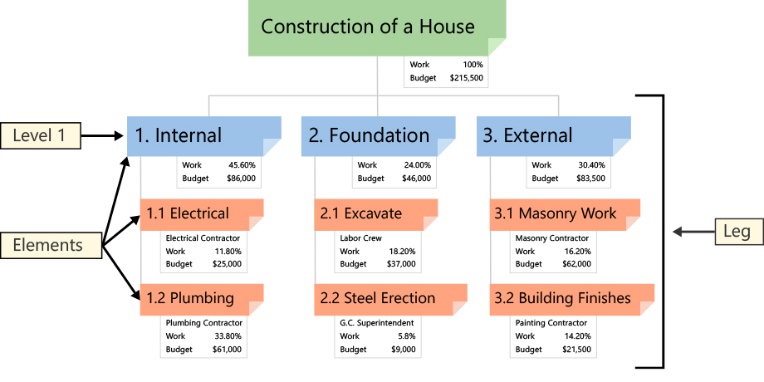
Progress Tracking and Monitoring: The WBS serves as a baseline for tracking project progress and monitoring the completion status of each work package. By comparing actual progress against the planned activities defined in the WBS, project managers can identify any delays or deviations and take corrective actions.

Cost Estimation and Control: The WBS supports cost estimation and control by providing a breakdown of project activities. Project costs can be estimated for each work package, enabling better budget allocation and control.

Communication and Collaboration: The WBS acts as a communication tool, providing a common language and framework for project stakeholders to discuss and understand project components and dependencies. It enhances communication, collaboration, and coordination among team members, stakeholders, and project managers.

Risk Management: The WBS aids in risk management by enabling the identification of risks at the work package level. Risks associated with specific components can be assessed, and appropriate mitigation strategies can be developed. This helps in proactive risk management and ensures project resilience.

Decision Making: The WBS provides a visual representation of the project structure, allowing project managers and stakeholders to make informed decisions. It facilitates better prioritization, resource allocation, and identification of critical paths or dependencies, leading to effective decision making.

Documentation and Reporting: The WBS serves as a reference for project documentation and reporting. It provides a structured framework for documenting project activities, milestones, and deliverables. It also supports reporting by offering a clear overview of project progress and status.

Certainly! Let's dive into each phase of the Work Breakdown Structure (WBS) for house construction in more detail:

House Construction Project:

This top-level element represents the overall project to construct a house. It includes all the necessary tasks and activities required to complete the construction project.

1.1 Project Initiation:

This phase involves the initial steps of the project, including defining project objectives and scope, identifying stakeholders and their roles, conducting a feasibility study to assess project viability, and obtaining permits and approvals from relevant authorities.

1.2 Design and Planning:

In this phase, the design aspects of the house are addressed. It includes architectural design, where the layout and aesthetics of the house are determined. Structural engineering ensures the stability and safety of the structure. Electrical design focuses on the electrical systems and wiring layout. Plumbing design involves planning the plumbing and water supply systems. HVAC system design covers heating, ventilation, and air conditioning requirements. Lastly, interior design focuses on the aesthetics and interior elements of the house.

1.3 Site Preparation:

Site preparation activities involve clearing the construction site from any obstructions, excavating the foundation area, and preparing the site for construction. It also includes site grading to ensure proper drainage and leveling.

1.4 Construction Phases:

This phase encompasses the actual construction of the house. It is divided into several subphases:

1.4.1 Foundation Construction:

This involves the construction of the house's foundation, which provides a stable base for the structure. It includes excavation, forming, and pouring of concrete footings and foundation walls.

1.4.2 Framing and Structural Work:

This phase includes the erection of the house's structural framework, including walls, floors, and roof systems. It involves the installation of beams, columns, trusses, and other structural components.

1.4.3 Roofing and Siding Installation:

This phase focuses on installing the roofing materials, such as shingles or tiles, and siding materials to provide weather protection and aesthetic appeal.

1.4.4 Electrical Wiring and Lighting:

This task involves the installation of electrical wiring throughout the house, including outlets, switches, and light fixtures, following electrical codes and safety standards.

1.4.5 Plumbing and HVAC Installation:

This phase includes the installation of plumbing systems, such as pipes, fixtures, and water supply lines, as well as the installation of heating, ventilation, and air conditioning systems.

1.4.6 Insulation and Drywall:

Insulation materials are installed in walls, floors, and ceilings to improve energy efficiency and thermal comfort. Drywall installation follows, creating the interior walls and ceilings.

1.4.7 Flooring and Finishing:

This phase involves installing flooring materials, such as tiles, hardwood, or carpeting. It also includes finishing touches, such as trim work, molding, and paint.

1.4.8 Interior and Exterior Painting:

Painting tasks cover both the interior and exterior surfaces of the house, providing a finished and cohesive appearance.

1.4.9 Cabinetry and Built-in Fixtures:

This phase involves the installation of cabinets, countertops, and other built-in fixtures, such as shelves and storage units.

1.4.10 Exterior Landscaping and Hardscaping:

This task focuses on the exterior landscaping elements, such as planting trees, shrubs, and grass, as well as the installation of hardscape features like walkways, driveways, and fences.

1.5 Finalization and Handover:

This phase involves the completion of the construction work and preparing the house for handover to

Certainly! The Work Breakdown Structure (WBS) is a hierarchical decomposition of a project into smaller, more manageable components. It provides a visual and organized representation of the project's scope, tasks, and deliverables. Let's dive into the details of the WBS:

Hierarchical Structure:

The WBS follows a hierarchical structure, breaking down the project into increasingly detailed levels. At the top level is the main project or objective, and as we move down the hierarchy, the project is subdivided into smaller components and work packages. This hierarchical structure allows for a systematic breakdown of the project scope.

Deliverable-Oriented:

The WBS focuses on deliverables rather than activities. Each level of the hierarchy represents a specific deliverable or outcome that contributes to the completion of the project. By organizing the project based on deliverables, the WBS ensures that all project requirements are captured and accounted for.

Decomposition:

The project is decomposed into smaller, manageable elements at each level of the WBS. The decomposition process involves breaking down the project into work packages that are easier to understand, estimate, assign, and track. Each work package represents a distinct and manageable unit of work.

Mutually Exclusive and Collectively Exhaustive:

The elements in the WBS are mutually exclusive, meaning that they do not overlap or duplicate each other. Each element represents a unique component of the project. Additionally, the elements are collectively exhaustive, meaning that they cover the entire scope of the project without any gaps or omissions.

Scope Definition:

The WBS helps in defining the project scope by identifying all the major deliverables and work packages. It ensures that all project requirements are captured and accounted for, preventing scope creep and providing a clear understanding of project boundaries.

Task Relationships and Dependencies:

The WBS shows the relationship and dependencies between different tasks and deliverables. It helps in understanding the sequence and dependencies of activities, enabling better project planning and scheduling. Dependencies can be represented through logical relationships, such as finish-to-start, start-to-start, finish-to-finish, or start-to-finish.

Task Durations and Resource Allocation:

The WBS provides a framework for estimating task durations and allocating resources. By breaking down the project into work packages, project managers can estimate the effort and resources required for each component more accurately. This allows for better project scheduling, resource planning, and workload distribution.

Progress Tracking and Monitoring:

The WBS serves as a baseline for tracking project progress and monitoring the completion status of each work package. By comparing the actual progress against the planned activities defined in the WBS, project managers can identify any delays or deviations and take corrective actions. It enables effective project monitoring and control.

Communication and Collaboration:

The WBS acts as a communication tool, providing a common language and framework for project stakeholders to discuss and understand project components and dependencies. It enhances communication, collaboration, and coordination among team members, stakeholders, and project managers. The WBS provides a visual representation that facilitates effective communication of project structure and progress.

Documentation and Reporting:

The WBS serves as a reference for project documentation and reporting. It provides a structured framework for documenting project activities, milestones, and deliverables. The WBS supports reporting by offering a clear overview of project progress and status. It ensures that project documentation and reporting are aligned with the defined project structure.

While the Work Breakdown Structure (WBS) is a valuable tool in project management, there are certain research challenges associated with its implementation and usage. Some of these challenges include:

Scalability: The WBS may face scalability challenges when applied to large and complex projects. Managing and maintaining a detailed WBS with numerous levels and work packages can become cumbersome and difficult to navigate. Finding the right balance between granularity and simplicity becomes crucial.

Flexibility and Adaptability: Projects often experience changes in scope, requirements, or priorities. Adapting the WBS to accommodate these changes while maintaining its integrity can be challenging. Ensuring that the WBS remains flexible enough to incorporate modifications without losing track of the project's structure is essential.

Accuracy of Estimates: The WBS is often used as the basis for estimating project timeframes, costs, and resource requirements. However, accurately estimating these factors at the work package level can be challenging due to uncertainties and unforeseen circumstances. The accuracy of estimates relies heavily on historical data, expertise, and assumptions, which can introduce risks in project planning and execution.

Integration with Other Project Management Processes: The WBS needs to be effectively integrated with other project management processes, such as scheduling, resource management, and risk management. Ensuring consistency and alignment between the WBS and these processes can be challenging, especially when changes occur or when different project management tools are used.

Stakeholder Understanding and Alignment: The WBS serves as a communication tool to convey project scope and deliverables to stakeholders. However, ensuring that all stakeholders have a clear understanding of the WBS and its implications can be challenging. Different stakeholders may interpret the WBS differently, leading to misunderstandings and misalignment in project expectations.

Interdependencies and Interactions: Projects often have complex interdependencies and interactions between different work packages. Identifying and managing these dependencies within the WBS can be challenging, especially when changes or delays in one work package affect others. Understanding and effectively capturing these interactions in the WBS is crucial for accurate project planning and scheduling.

Knowledge and Skill Requirements: Developing and maintaining a comprehensive WBS requires project management knowledge and skills. Organizations and project teams may lack the necessary expertise or training to create and utilize the WBS effectively. Building a strong project management culture and providing appropriate training and support are essential for overcoming this challenge.

Continuous Improvement and Lessons Learned: The WBS should not be seen as a static document but rather as a dynamic tool that evolves throughout the project lifecycle. Capturing lessons learned, incorporating feedback, and continuously improving the WBS require active engagement and a learning mindset within the project team. Ensuring a feedback loop and processes for updating and refining the WBS can be a challenge.

Addressing these research challenges can contribute to the development and enhancement of the WBS as a project management tool. It requires continuous exploration, innovation, and collaboration among project management practitioners, researchers, and organizations to overcome these challenges and improve the effectiveness and applicability of the WBS in different project contexts.

IV. CONCLUSION

From the above data interpretation, it has been observed that maximum people do follow their routine/timetable in their personal life. In the other terms maximum number of people use work breakdown structure in daily bases and they are aware of what the work breakdown structure is.

Work breakdown structure simplifies the work and break the work in various part so that work is done more efficiently and there is no problem in the work; particular work which they are doing in daily bases. It is very important to follow the schedule which you make as it saves the time of doing work and also makes the persons’ more punctual so that they can perform and give their maximum output to the various work.

It is also observed that few people do not plan their schedule which can make less effective while performing the task, as there can be many conflict and efficiency problem. Though people who don’t plan their schedule are been seen less effective and many problems can arise due to it.

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