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**UNIVERSITI TEKNIKAL MALAYSIA MELAKA**

## Lab 3: Project Management Best Practice

BITI 3533 (Artificial Intelligence Project Management)

**Group members:**

1. Mohd Hariz bin Abdul Malek	(B031810296)
2. Muhammad Fikrun Amin	(B031810404)
3. Muhammad Harraz bin Harun	(B031810426)
4. Meor Amirul Ashraf bin jamalulail	(B031810468)

## **Hewlett-Packard (HP)**

The organization was founded by William “Bill” Redington Hewlett and Dave Packard in 1939. It was started in a car garage in Palo Alto, California, where today it is headquartered. The first product of HP was an audio oscillator. Today, HP specializes in developing and manufacturing PCs, networking hardware, computer storage and delivering services. HP’s product line includes PCs, servers, networking products, storage devices, software, printers and imaging products. There are more than 3,17,500 employees in the organization globally.

### **INITIATING**

The initiating Process Group is critical in starting a project properly. The primary purpose is to develop the project charter and identify the client. In order to accomplish these tasks, they must receive the correct authorization, financing and identification of all clients. Within the Initiating processes, the initial scope is defined and initial financial resources are committed. Internal and external clients who will interact and influence the overall outcome of the project are identified. If not already assigned, the project manager will be selected. This information is captured in the project charter and client register. When the project charter is approved, the project becomes officially authorized. As for Hewlett Packard company, the start of a project is by develop a friendly and good team that can interact well and establish relationships with clients. Therefore, it will maintain custom and market share.

### **PLANNING**

The planning process is concerned with defining a company’s goals and determining the resources necessary to achieve those goals. Achieving a vision requires coordinated efforts that adhere to a broader organizational plan. This is enabled through consistent strategies that are supported by staff at all levels. To meet business goals, managers develop business plans not only to reach targets but also to strengthen and change public perception of the company’s brand. For an example of Hp organization, they make an initiative that ensures that managers understand their role. Managers are trained and retrained to develop a planning strategy which is :

- Develop a statement of purpose and direction.
- Build a shared vision for the department
- Develop shared plans that involve the team in developing plans to reach vision
- Lead the course of action that provides resources to implement plans.

## EXECUTING

The Executing Process Group comprises the cycles performed to finish the work characterized in the undertaking the board intends to fulfill the venture determinations. A project execution plan is closely related to cost estimation, where both are interdependent and will not be fulfilled in total if one of them is not completed. Executing Process Group includes:

- organizing individuals and assets,
- overseeing partner desires,
- incorporating and playing out the exercises of the venture as per the task the executive's plan.

During venture execution, results may require arranging updates and re-baselining. This may incorporate changes to anticipated action lengths, changes in asset efficiency and accessibility, and unforeseen dangers. Such differences may influence the undertaking of the executive's plan or task records and may require itemized examination and improvement of fitting venture the board reactions. The aftereffects of the investigation can trigger change demands that, whenever affirmed, may adjust the undertaking the executives plan or other venture reports and potentially require setting up new baselines. An enormous segment of the undertaking's spending will be exhausted in playing out the Executing Process Group measures.

## MONITORING & CONTROLLING

The Monitoring and Controlling Process Group coordinates project phases in order to implement corrective or preventive actions to bring the project into compliance with the project management plan. For instance, many companies including Hewlett-Packard (HP) will face a situation where a missed activity finish date line may require an adjustment between budget and schedule objectives in order to reduce the overhead cost and to make sure the quality of the project is in the best requirements. HP group for monitoring and controlling processes will analyze the project performance and define any faulty within the project management plans. Thus, this process is important because it actually interacts with all of other processes because the main purpose of this stage is checking whether the project progresses as planned.

## CLOSING

In closing, the party working on the project must receive acceptance from stakeholders and customers for the final results given. When it is time to close the software or the system has not achieved the desired results, but the project must still be closed and the project can be used as a lesson for carrying out the next project. The end result of this process is a project file and documentation for stakeholder learning. This process is very important because it indicates that the project has stopped working and also this process produces project files and documentation for stakeholders. Before closing, the thing that will support this process is holding a meeting with all stakeholders and the team about how to write and read documentation so that the team does not write wrong documentation and stakeholders can read the documentation clearly.