**TUTORIAL 1**

1. Case study:

In order to serve the community better, UTAR plans to provide education to those out-station or oversea candidates, who are not able to come to KL for their studies, by using e-learning. Your company has been appointed by UTAR to develop an e-learning portal or website.

Identify as many stakeholders in this project as possible. Give reasons to support your answer.

1. Identify THREE (3) important skills a project manager must have to manage a large safety critical project that has the following characteristics

* many stakeholders involved
* many groups of development team
* provide report to top management every day
* tight deadline
* high level of uncertainty

Risk Management Leadership, Planning skills

1. Which of the following is NOT one of the top ten skills or competencies of an effective project manager?
2. people skills b) leadership c) integrity d) technical skills
3. Which of the following is NOT an attribute of a project?
4. Projects are unique
5. Projects are developed using progressive elaboration
6. Projects have a primary customer or sponsor
7. Projects involve little uncertainty (Normal)
8. Which of the following is NOT part of the triple constraint of a project management?
9. Meeting scope goals
10. Meeting time goals
11. Meeting communications goals
12. Meeting cost goals
13. Project portfolio management addresses \_\_\_\_\_\_\_\_\_\_ goals of an organization, while project management addresses \_\_\_\_\_\_\_\_\_\_\_\_ goals.
14. strategic, tactical b) tactical, strategic
15. internal, external d) external, internal
16. Briefly describe the term “project management”.

Project management is the application of knowledge, skills, tools and techniques to project activities to meet project requirements.

1. Briefly describe the roles of a project manager.

The role of project manager may vary due to the nature of the project. The responsibilities mostly include planning, scheduling, coordinating and working with people to achieve project goals.