

SOME ASPECTS REGARDING RESOURCES IN PROJECT PLANNING

SĂVESCU Dan

Transilvania University of Braşov, Romania, Product Design and Robotics Department
 dsavescu@unitbv.ro

Keywords: management, planning, team, risk

Abstract: paper presents some aspects regarding resources utilized in project planning, in fact in project management, including risk evaluation, team selection, profitableness analyze using the feasibility study.

1. Introduction

There are papers in which are presented [] aspects regarding the resources management and team selection, team being an important part of a good project development, performances of each member or the team are directly involved in project success in the way of quality, budget and time management, and not at least to satisfy the participants' expectations.

2. Resources planning.

Resources to a project may include equipment, materials, buildings, work shops, raw materials, machines, staff (team). Project leader PL made a recapitulative chart of resources utilized in project, presented in table 1.

Table 1

Resource	Necessary quantity	Unitary cost	Total cost	Deadline	Supplier	Shipment deadline

The chart of resources helps the top management to: identify knowledge and lunching orders; have a view for resources necessary; manage the budget. Also it give some answers to questions like: who, when, how, and how much money (cost) (as can be seen in figure 1).

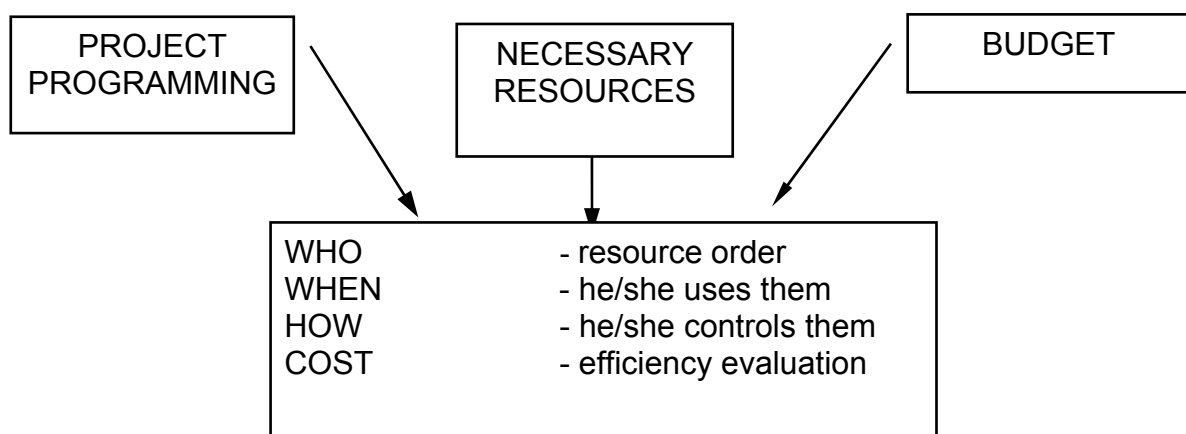


Figure 1.

3. Team selection

Project leader realized a list of needed persons in a strong liaison with project's objectives. This list depends on tasks and abilities necessary for the finalization, as presented in table 2.

Table 2

Task	Abilities necessary for successfully finalization of the project (time, quality, budget)	Possibilities
1		
2		
...		
n		

Abilities required for the people involved in project realization are: a) personal- creativity; communicative skills; camaraderie); b) professional: orientation towards quality; accuracy; orientation towards details; c) managerial skills: financial manager; project manager; quality management. When it's necessary to complete team, it's necessary to purpose the personal participant chart (job card) presented in figure 2.

First name and surname _____	Report to _____	
Project position _____	Participation into the project Full time <input type="checkbox"/> Part time <input type="checkbox"/>	
Abilities		
<div style="border: 1px solid black; width: 100px; height: 40px; margin: 0 auto;"></div> <p>personal</p>	<div style="border: 1px solid black; width: 100px; height: 40px; margin: 0 auto;"></div> <p>professional</p>	<div style="border: 1px solid black; width: 100px; height: 40px; margin: 0 auto;"></div> <p>managerial</p>
Expertise aria _____		
Inside team comportment _____		
Weakness _____		
Observations _____		

Figure 2.

Participants' abilities are analyzed individually in phases:

- Phase 1 – CV and interview;
- Phase 2 – initial evaluation and testing period;
- Phase 3 – periodical evaluation of performances (2, 4, 6 months).

In fact there are some fundamental members, as follows: PL, managers, coordinators, supervisors, key staff, engineers, designers, consultants.

In figure 3 there are presented abilities demands to the staff and working people.

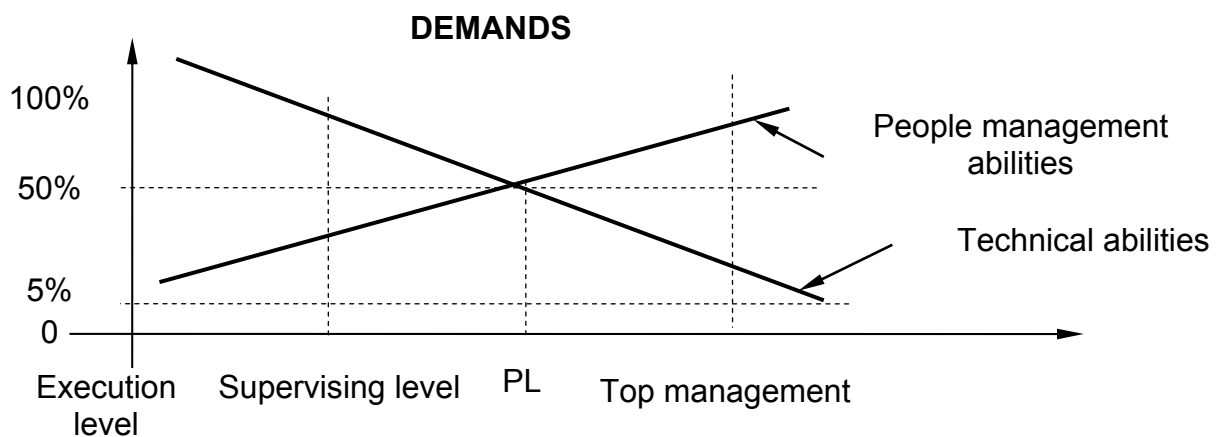


Figure 3.

4. A good PL characteristics

A good project leader, PL, demands some characteristics as follow:

- | | |
|---|---|
| <ul style="list-style-type: none"> a) multiplicity; b) technical experience; c) client orientation for his values and needs; d) wide view; e) project experience; f) adequate training; g) working team abilities: <ul style="list-style-type: none"> - motivational skills; - team building skills; - resource administration skills; - good mandatory; - capable of resolving conflicts. | <ul style="list-style-type: none"> h) general management skills: <ul style="list-style-type: none"> - planning; - control; - assessment; - organization; - coordination. i) personal skills: <ul style="list-style-type: none"> - leadership ; - managing deadlines; - administrative skills; - enthusiasm, opportunity, optimism, matures thinking; - adaptability, intelligence, discipline, positive thinking; - risk assessment. |
|---|---|

5. Organizing project procedures

For a good activity in company, in team respectively, the top management must concept, elaborate, in legality, a number (enough) of procedures, to act between the people, procedures after which project will occur. In the same time is to accept the information flow (who, when and how does he/she communicate), and template of documents and their guide completion, meeting development, staff evaluation, rapports.

Elaborating procedures between PL – basic team and project team, including stuffs (see figure 4), give a dimension and a good way for information flow.

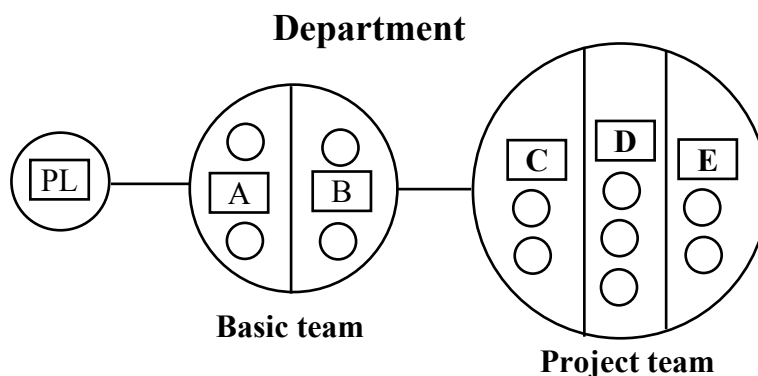


Figure 4

6. Conclusions

The structure of a procedure is (according to the Project Institution Management): a) INITIATION: process beginning. b) PLANNING: modalities prosecution: costs, activities, duration and order of fulfillment; quality, communication, risks. c) EXECUTION: coordination of human and material resources for project prosecution, information flow, quality control, staff. d) CONTROL: monitoring and measuring progress, quality control, costs, program. e) FINALIZATION: acceptance of the finished project.

Team selection is based on the golden rule: "Make sure you have the best team".

Bibliography

- [1] **Barker, S., Baker, K.** The complete idiot's guide to project management. New York, Macmillan, 1999.
- [2] **Brecham, S.K.** Introduction to project management. Budapest, 1999.
- [3] **Carnal, C.** Managing change in organizations. London, 1998.
- [4] **Dăneț, A.** Managementul proiectului. Editura Disz Tipo Brașov, 2001
- [5] **Eysenck, H.** Descifrarea comportamentului uman. București, Teora, 1999.
- [6] **Hill, T.** Production & operations management. Londra. Prentice Hall, 1991.
- [7] **Kerzner, H.** Project management – a systems approach to planning scheduling and controlling. New York. Van Nostrand Reinhold, 1984.
- [8] **Marinescu, N.M.** The challenge – provocarea managerială modernă. Cluj Napoca. Promedia, 1993.
- [9] **Maxwell, J.C.** Dezvoltă liderul din tine. Amaltea, 2000.
- [10] **Săvescu, D.** Methodes et outils pour la gestion de projet. Notes de cours. Metode si instrumente pentru managementul proiectelor. Note de curs. Universitatea Transilvania din Brașov, Brașov, 2007.
- [11] **Săvescu, D., Budală, A., Alexandru, C.** Managementul firmei. Editura Universității Transilvania din Brașov, Brașov, 2005.
- [12] **Săvescu, D.** Quelques aspects sur les principes de la productivite et la structure organisatrice en Gestion de Projet. Analls of the Oradea University. Fascicle of Management and Technological Engineering. Vol VI (XVI), pag. 1302- 1307, Oradea, 2007.
- [13] **Săvescu, D.** Sur la planification en Gestion de Projets. Analls of the Oradea University. Fascicle of Management and Technological Engineering. Vol VI (XVI), pag. 1308- 1313, Oradea, 2007.
- [14] ******* *A guide to the project management body of knowledge.* Project Management Institute, Newton Square, 1996.