

ACKNOWLEDGEMENT

I would like to take this opportunity to express my sincere appreciation and thanks to all my very good family, supervisor, friends and all the family of the Centre for Engineering & Technical Studies (CETS) for the great supports, guidance, assistance and cooperation rendered to me during my study.

I will cherish all the good moments that we had together.

The researcher.

DEDICATION

To my
Parents

Wife Hiba & Kids Shahd and Ahmed
Family

Glad fully I would like to dedicate this effort, as they were being the key initiators in my life in doing good things and had the utmost catalyst in lifting me set my way toward successfulness.

ABSTRACT

The purpose of this research is to find a solution to some problems and obstacles that occur during the project life cycle. Which in turn lead to delays in the project and increase in cost.

Some information and facts were obtained from previous experiences in the Greater Nile Petroleum Operating Company, as well as international experiences, which have been relying on the way in which the fast track – task force project management , as well as adopted by the researcher in conducting the case study.

The research concluded that it is feasible to use the feasibility of this method in solving problems in project management by reducing the solution period, cost and to maintain quality.

مستخلص البحث

الغرض من هذا البحث هو إيجاد حل لبعض المشاكل و العوائق التي تحدث أثناء دورة حياة المشروع. والتى بدورها تؤدى الى تأخر المشروع عن الفترة الزمنيه المحدده له و تزيد فى التكلفة.

بعض المعلومات والحقائق تم الحصول عليها من بعض التجارب السابقة فى شركة النيل الكبرى لعمليات البترول و كذلك التجارب العالمية، والتى تم الإعتماد فيها على طريقة المسار السريع- فريق إدارة المهام و كذلك إعتمد عليها الباحث فى إجراء الدراسة.

و خلص البحث إلى جدوى هذه الطريقة فى حل المشاكل فى إدارة المشاريع و ذلك بتقليل المدة الزمنيه و المحافظه على الجودة و التقليل من التكلفة.

TABLE OF CONTENTS

Chapter 1		
INTRODUCTION &OVERVIEW		1
1.1	Introduction	2
1.2	Project Life Cycle	3
1.2.1	Initiation	4
1.2.2	Planning and design	4
1.2.3	Executing	5
1.2.4	Monitoring and Controlling	5
1.2.5	Closing Out	7
1.3	Project control systems	8
1.4	Research Components	9
1.4.1	Research Scope	9
1.4.2	Research Problem	9
1.4.3	Research Hypothesis	10
1.4.4	Research Methodology	10
1.5	Seminars	11
Chapter 2		
LITERATURE REVIEW		12
2.1	General	13
2.1.1	The Fast Track Concept Definition	13
2.1.2	Dynamic Process	13
2.1.3	Project	13
2.2	FAST TRACK	14
2.2.1	TASK FORCE	17
2.1.1	Problem Identification or Project Definition	17
2.1.2	Coordinator Selection	17
2.1.3	Problem Analysis or Project Analysis	17
2.1.4	FAST TRACK Justification	17
2.1.5	Objectives	18
2.1.6	Schedule & task	18
2.1.7	Member Selection	18
2.1.8	Project Organization	19
2.1.9	Task Assignment	19

2.1.10	Meeting & Work Session	19
2.1.11	Recommendations & Action Plan	19
2.2.2	MEETING & WORK SESSIONS	20
2.2.2.1	Types of Meetings	20
2.2.2.2	Work Session	20
2.2.2.3	Frequency	20
2.2.2.4	Objectives	20
2.2.2.5	Agenda	20
2.2.2.6	Chairmanship	21
2.2.2.7	Minutes	21
2.2.2.8	Follow-up	21
2.2.3	TIME MANAGEMENT	22
2.2.3.1	Meeting Time	22
2.2.3.2	Office Time	23
2.2.3.3	Non-Office Time	24
2.2.3.4	Crisis & Stress Management	24
2.2.4	PROBLEM SOLVING TECHNQUES	25
2.2.4.1	Ring Fence Approach	25
-	Grouping Process	25
-	Elimination Process	25
-	Iteration Process	25
2.2.4.2	Crisis Approach	25
-	Emergency Process	26
-	Cost / Benefit Process	27
2.2.5	NEGOTIATIONS	28
2.2.5.1	Pre-Negotiation Phase	28
-	Initial Analyses	28
-	Prepare Negotiating Strategies (Win-Win Philosophy)	29
-	Review Corporate Cultural Factors	29
-	Review Cross Cultural Factors	30
-	Review Individual Backgrounds	30
-	Other preparation	30
2.2.5.2	Negotiation –In – Progress Phase	31

-	Initial Contact	31
-	Exploratory Contact	31
-	Single Session	31
-	Multi-sessions: Negotiating Strategies	31
-	Compromises	32
-	Closing	32
2.2.5.3	Post-Negotiation Phase	32
-	Final Analyses	32
-	Recommendations & Future Negotiating Strategies	33
2.2.6	REPORT WRITING	34
2.2.6.1	Technical Report	35
2.2.6.2	Management Report	35
2.2.7	MAMANGEMENT PRESENTATION	36
2.2.7.1	Presentation Techniques	36
2.2.7.2	Information Presentation	36
2.2.7.3	Decision Presentation	37
2.2.8	PROJECT FOLLOW-UP	38
2.2.8.1	Technical Level	38
2.2.8.2	Management Level	38
2.2.9	PROJECT REVIEW & FEED-BACK	39
2.2.9.1	Technical Level	39
2.2.9.2	Management Level	39
2.2.10	QUANTIFICATION OF MAJOR ACTIVITIES	40
2.2.10.1	Level I. Quantification of Time for Multi-Projects	40
2.2.10.2	Level II. Quantification of Time for Each Project	41
2.2.10.3	Level III. Quantification of Time for 11-Step Task Force	41
Chapter 3		
CASES STUDIES		42
3.1	Detailed Case study 1	43
3.2	Detailed Case study 2	48
3.3	Two Cases Study Summaries:	54
3.3.1	Case study 1	54

3.3.2	Case study 2	56
Chapter 4		
RECOMMENDATIONS AND CONCLUSIONS		58
4.1	Recommendations	59
4.2	Conclusions	60
REFERENCES		61