



Presentation 6

Graduation Seminar Applied Research

For the **Final Graduation Project
(FGP)**

**Master in Project Management
MPM Program**



Executive Summary

Must have two pages at most. It must be written in the past tense and its content does not have bullets. The objectives must be separated by commas. You must use single space.

First, one or two Background paragraphs should be written, then one for the Statement of the Problem, and one for the Purpose. For these paragraphs, you should use information taken from the charter and the introduction chapter, everything must be related.

Next, the general and specific objectives should follow, in the same paragraph and using the same wording used on the FGP charter.

The general objective for the project was The specific objectives were: xxx; xxx; xxx; xxx and xxx.



Third, one or two paragraphs must be included with the methodology used.

The next two executive summary components are to be done at the end of the tutoring process:

Fourth, two or three paragraphs with the main conclusions must be included. If needed, seek guidance and support from the tutor to write the conclusions.

To finalize the executive summary, you must include two or three paragraphs with the FGP recommendations. Again, look for your tutor 's support if needed.



Please consider the following recommendations to do the executive summary:

- Do not exceed two pages using a single space.
- When there are many conclusions and recommendations, prioritize them and include only the most important.
- The different components of the abstract should be written in different paragraphs as previously explained.
- Even though the executive summary comes first in the document, it is actually the last component that is written in order to have a clear and full perspective of the overall FGP.
- The results, conclusions and recommendations are done during the tutoring process (not during the graduation seminar)



Example

EXECUTIVE SUMMARY (ABSTRACT)

Background, Statement of the problem, Purpose

In the housing real estate sector it is vital, for companies engaged in this work, to plan and implement strategies to achieve higher productivity and quality. The company in study, ARINCA LLC is a construction company with 10 years of existence dedicated to the housing market. Over the years it has been involved in the country's construction and real estate sector, as a recognized developer of many housing projects inside and outside the city of Barranquilla Colombia, with key roles such as construction, marketing, and project management, which has allowed it to stay in a very competitive way, in the market for new housing real estate developments. Currently, the Company has a weakness in the standardization process, task tracking, resource allocation, and interpretation that has been given to its design workflow for project development, so to strengthen and help it to remain a competitive company; it must implement a change effort that allows developing a process mapping to optimize and potentiate the quality of the housing construction projects, developed through standardization and integration in its management system.

General and specific objectives

The general objective was to develop a process mapping that allows for optimization and potentiation of the quality of housing construction projects developed in Arinca LLC. The specific objectives were: to conduct an analysis of the current situation to analyze the level of standardization and process optimization; to outline a process map according to the guidelines established in the *PMBOK guide* for standardizing processes and activities, and to define an implementation plan for project monitoring and controlling.

Methodology

The methodology for this research was descriptive, a data survey was performed and the data were analyzed for the development of a methodological solution by analyzing the existing environment, identifying strategies, tactics, and a process map development that allows optimization and potentiation of the quality of housing construction projects developed in the company Arinca LLC, through standardization and integration of its management system.

Conclusions

In conclusion, we have that the current project management practices within the company are made in a non-standardized and non-formal way by the project managers. This originated from the absence of a standard official process map for the entity, which prevents each project manager to execute its project management activities, according to their style and criteria, as is currently happening.

Recommendations

It is recommended that the company under study implements the proposal for this new map process optimization, to order and establish a logical sequence for the processes execution, where guidelines are defined to allow the grouping and classification of such processes for better identification, and if appropriate and beneficial, generating the rethinking of the project life cycle that the company currently has defined for project implementation.

Bibliographical references

- Includes all the references of documents cited in the research (only the ones used in the FGP).
- Must comply with the guidelines provided in the American Psychological Association (APA) 7th edition.
- Must be in alphabetical order.
- A minimum of 10 references must be included.



Abstract

From the point of view of technical and scientific academic publications, the abstract has been positioned as the primary instrument to decide whether or not to read a work. The first filter is the title, and the second filter is the abstract, which should attract enough attention so that the potential reader becomes, effectively, a reader of the work.

The abstract is a tight summary, of no more than three hundred words and that must be faithful to the text it summarizes. It is usually accompanied by a list of keywords.

Regarding structure, it must have one page at most. It must be written in the simple present tense and its content does not have bullets. See the basic structure in the next slide:



Basic structure of an abstract:

Part 1: Object + Need + Context

Part 2: Task (work done) + Methodology

Part 3: Findings and conclusions

The objective of this document is to develop a pre-investment management plan for the replacement of two magnetic resonance imaging equipment in order to improve the medical care provided to the patients of the National Center for Medical Images. These resonance equipment have already passed their useful life, so since they are obsolete, their spare parts are no longer on the production line, their software system updates cannot be carried out because the new versions of the medical application are not compatible with equipment hardware.

The final product of this project consists of a pre-investment study for the replacement of two MRI equipment. This study is made up of the final deliverables of the project that correspond to the management plans: management plans for scope, schedule, costs, quality, resources, communications, risks, procurement, and stakeholders. For this, an analytical-synthetic methodology and the guide provided by the Project Management Institute are used.

As a result of the project it is identified that it is evident that at the national level there is a great demand for requesting magnetic resonance studies, so it is very important for the development of this project to prepare an exhaustive market study due to the high complexity of the equipment to be purchased. It is recommended to carry out the project in accordance with the initial decision criteria, both of scope and of the other processes involved in a project, in order to complete all the stages, therefore, it was required to have all information initially.

The Graduation Seminar (GS)