

## GLOSSARY

**Project:** A project is accomplished by performing a set of activities.

**Management** is a social process involving co-ordination of Human, Financial & Material resources through the functions of Planning, Organizing, Directing and Controlling in order to achieve the stated objectives and goals efficiently and effectively.

**Project Management:** A set of principles, methods, and techniques used to plan and control project work effectively.

**Planning:** Thinking & Selecting objectives and the actions to achieve them with perfection in implementation.

**Organizing:** Establishing a structure of business, authority, rules for people to fulfil their objectives.

**Directing:** Instructing an individual to reach a destination.

**Controlling:** Measuring and correcting individual performance to ensure that events confirm to plans.

**Project Life Cycle:** A collection of generally sequential project phases whose name and number are determined by the needs of the organizations

**Decision making:** A process of judgment making for implementation after taking into consideration the facts, feelings, opinions, and circumstances of an issue related to an individual/group/organization.