

**Course 10: Project Management, Contract Management, and Scheduling**  
**Practice Questions (20)**

1. In project management course, which of the following correctly lists the five characteristics of a failing project?
  - A) Lack of resources - lack of planning - lack of connections - lack of education - lack of knowledge
  - B) Lack of planning - lack of clear roles & responsibilities - lack of change management - poor budgeting - poor scheduling
  
2. A good project management plan involves scheduling. Which of the following statements properly describes the reasons for scheduling?
  - A) Demonstration of resource requirements
  - B) Proper billing statements
  - C) Quality control
  
3. The most successful Project Managers:
  - A) Manage the proposal effort
  - B) Control the budget and schedules
  - C) Have involvement in marketing
  - D) A, B & C.
  - E) A & C
  
4. How do Principals work with strong Project Managers?
  - A) In fee proposals, the project manager prepares the fee proposal and the principal approves the fee.
  - B) In team selection, the project manager request the team and the principal assigns the team.
  - C) In removing non-performers the project manager approves the removal of the non-performers and the principal recommends removal of the non-performers.
  - D) A,B & C
  - E) A & B
  
5. In financial roles of the project manager, they earn the profit, bill the client and secure payment.
  - A) True
  - B) False

6. In the traditional roles of the project manager, they are involved in the planning, scheduling, organizing, directing, controlling and technical roles.

- A) True
- B) False

7. In accounts receivables plan–contracting, the project manager should:

- A) Ask the client for permission to check their credit.
- B) Push hard for a net 30-day clause in contracts with the client
- C) Avoid complicated billing and reporting procedures
- D) Special billing requirements must be fully explained to accounting

8. There are four methods to budget a project. Which of the following methods is NOT one of those?

- A) Upward (Zero-Based)
- B) Staff level
- C) Sales-cost principle

9. Which of the following best describes the division of labor between principals and project managers?

<u>Issue</u>	<u>Project Manager</u>	<u>Principal</u>
A) Fee proposal	Participates	Recommends
B) Team selection	Requests	Assigns
C) Future work	Approves	Secures

10. Which is not a project Sin?

- A) Not letting the job get into trouble
- B) No knowing the project is in trouble
- C) Knowing the project is in trouble and not asking for help

11. In Elements of a Project Management Plan, which of the following is INCORRECT?

- A) Goals and objectives
- B) Scope of work
- C) Schedule
- D) Knowing someone at the permit office
- E) Financial Plan

12. Reason for Scheduling is to get the project done on time and at budget?
- A) True
  - B) False
13. Characteristics of a good schedule:
- A) Easily communicated
  - B) Flexible - Easy to update and change.
  - C) Forces early deadlines
  - D) Does not allow for slippage
  - E) A, B, and C
14. In looking at the project manager Scheduling Method Bar Chart, it includes a Start Date and an End Date.
- A) True
  - B) False
15. In Critical Path Method Scheduling,  $\text{Early Finish} = \text{Early Start} + \text{Duration}$ .
- A) True
  - B) False.
16. In Critical Path Method, Duration means; earliest date that a task can begin.
- A) True
  - B) False:
17. Activities below are common pitfalls in Project Schedules *except one*:
- A) Not allowing time for internal reviews and corrections.
  - B) Failure to consider availability
  - C) Doing away with a contingency plan
  - D) Forgetting the "soft tasks"
18. Staffing level budgeting involves billing per hour for the principal, project manager, project architect, technical support and administrative support.
- A) True
  - B) False
19. In providing pricing for Government jobs, which of the following is not allowable overhead?

- A) Interest paid
- B) Officer's life insurance
- C) Bad checks
- D) Spousal travel cost

20. In project write-offs, which of the following is NOT correct?

- A) Jobs in budget trouble
- B) Charges to jobs without contracts
- C) Late Payment
- D) Delays in getting charges keyed into accounting.
- E) Getting paid 60 days after sending out the invoice.