



ZCAS University

SMS2762 PROJECT MONITORING AND EVALUATION

MID SEMESTER EXAMINATION

DATE: TUESDAY; 17TH OCTOBER 2023

TIME: 16:30 TO 19:30 HOURS

TIME ALLOWED: THREE HOURS (plus 5 minutes to read through the paper)

INSTRUCTIONS:

1. Section A: this question is compulsory and must be attempted.
2. Sections B: Answer Three (3) questions from this section.
3. This mid-term examination paper carries a total of 100 marks.
4. Candidates must not turn this page until the invigilator tells them to do so.

SECTION A: QUESTION ONE IS COMPULSORY AND MUST BE ATTEMPTED

QUESTION ONE

You have been appointed as a Project Monitoring and Evaluation (M&E) Officer for the countrywide livestock project that was recently launched by the Zambian republican president. The project is being co-financed by the Zambian government and the Irish Aid Embassy and it is expected to run for 3 years starting January 2023 to January 2025. This is a strategic project for the Zambian government as it is expected to contribute towards boosting the economic sector and thereby help to lower the poverty levels among the small scale and rural poor farming households in Zambia.

Your role as a Project M&E officer is to ensure effective coordination of the M&E Function to guarantee that information to be communicated to the stakeholders regarding the status of the project is based on facts and not on personal opinions and prejudice.

Required

- a. Identify and explain any 2 stakeholders that are critical to the success of this project and explain why they are important **(10 Marks)**
- b. Discuss 3 reasons why stakeholders need information regarding the status of the project **(15 Marks)**
- c. Identify and discuss 3 essential elements of effective project communication **(15 Marks)**

[Total = 40 Marks]

SECTION B: ATTEMPT ANY THREE QUESTIONS IN THIS SECTION

QUESTION TWO

The idea that evaluation within a project can only be undertaken upon completion of the project is a myth or misconception because evaluation is a function that can be incorporated throughout the project life cycle

REQUIRED

- a. Using an example of a project of your choice describe the major stages of the project life cycle **(16 Marks)**
- b. Identify and explain any 2 types of evaluation incorporated within the project life cycle **(4 Marks)**

[Total: 20 Marks]

QUESTION THREE

Project communication management is one of the facilitating knowledge areas that contribute toward the achievement of the four core project objectives of scope, cost, time and quality.

REQUIRED

- a. Explain the meaning of project communication management **(5 Marks)**
- b. Identify and explain 3 important project communication management processes.

(15 Marks)

[Total = 20 Marks]

QUESTION FOUR

Effective documentation management is one of the important functions that helps to realize effective project communication.

REQUIRED

- a. Explain the meaning of documentation management (5 Marks)
 - b. Discuss any 5 objectives of documentation management (15 Marks)
- [Total = 20 Marks]

QUESTION FIVE

Discuss the following concepts.

- a. Project scope (5 Marks)
 - b. Estimate Cost (5 Marks)
 - c. Perform quality assurance (5 Marks)
 - d. Control schedule (5 Marks)
- [Total = 20 Marks]

END OF EXAMINATION