

Answer the following questions:

Q: 1: Short Questions (15)

- I. Why is it important for a project manager to manage rumours during the project?
- II. What is the importance of developing an understanding with team members?
- III. What should be done when things don't work during a project?
- IV. Describe communication essentials.
- V. What is the importance of mutual respect in dealing with team members?

Q: 2: Describe the ways to achieve effective communication with sponsors and executives in detail. (7)

Q: 3: Outline the five components of developing a communication plan. (8)