



URP-220  
Undergraduate Course  
on

# Planning Process

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## Lecture notes#3: Managing the Planning Process

Understanding the various tasks (subtasks) included in the steps of planning, either it was traditional planning or strategic/action planning, enables the planner to estimate the time and the work force needed to accomplish each of these tasks, using the available resources he has. Each planning project has a time limit, and specific dates for delivering the soft outputs of the planning process. To do so, the primary ideas for making the time schedules should be in mind. In this lecture, we will discuss how to do it using computer software, e.g., “Microsoft Project”; one of its final outputs appears in figure-1 here below. We will practice it in real planning tasks in the inner city historic core of Jeddah. To download [Microsoft Project 2013](#), click [Here](#)

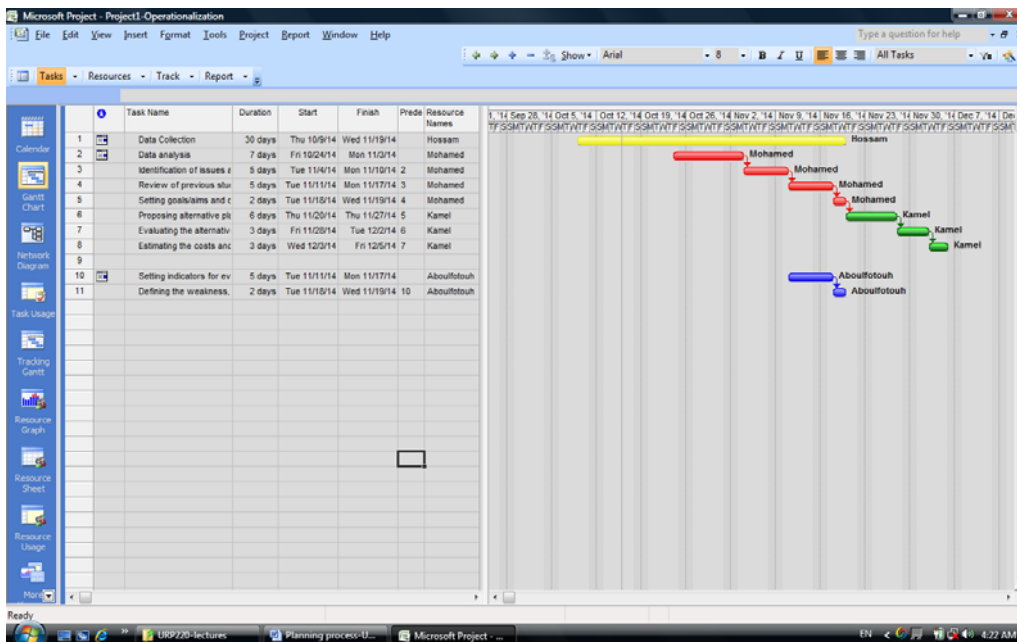


Figure-1: Time schedule of tradition and/or strategic planning process