**SBM3206 – Project Management Fundamentals and Practices**

<table>
<thead>
<tr>
<th>UOS CODE</th>
<th>UOS NAME</th>
<th>CREDIT POINTS</th>
<th>STATUS</th>
</tr>
</thead>
<tbody>
<tr>
<td>SBM3206</td>
<td>Project Management Fundamentals and Practices</td>
<td>6</td>
<td>Core</td>
</tr>
</tbody>
</table>

**SUMMARY**
The unit of study focuses on 3 fundamental areas relevant to project management namely; (1) project scope management; (2) project time management; and (3) project cost management. The general aim of this unit of study is to offer student the opportunity to develop an understanding of the scope, time and cost management in project environments. Student will engage with some of the key concepts and various activities which underpin project definition and project management reflecting the state-of-the art practice and in line with recognised Standards such as A Guide to Project Management Body of Knowledge (PMBOK Guide®), IPMA International Competence Base, ISO10006, ISO21500, and, PRINCE II. Considering the project time management, the focus is on applying a required process to managing project time and making sure project will be finished on time. Furthermore, the course will present the process of developing time schedule and monitoring the status of the project to update project progress and managing changes to the schedule baseline.

**COURSE CONVENOR COURSE TUTOR**
TBA

**ASSOCIATED HIGHER EDUCATION AWARD**
- Bachelor of Business

**STUDENT WORKLOAD**

<table>
<thead>
<tr>
<th>No. timetabled hours per week</th>
<th>No. personal study hours per week</th>
<th>Total workload hours per week</th>
</tr>
</thead>
<tbody>
<tr>
<td>5</td>
<td>5</td>
<td>10</td>
</tr>
</tbody>
</table>

Additional English language support: _ _ hours per week

**PRE-REQUISITE (course name)**
Nil

**OTHER RESOURCES REQUIREMENTS**
Nil

**SUBJECT WEIGHTING**
- Subject credit points – 6 credit point
- Total course credit points - 144 credit point

**MODES OF DELIVERY**
- E-learning (online)
- Face-to-face on site
- Distance/independent learning (untimetabled)
- Full-Time
- Part-Time

**LEARNING OUTCOMES FOR SUBJECT**
1. Describe and discuss the key concepts and theories of project management.
2. Describe and discuss the different phases of the project cycle, including planning, costing, scheduling, controlling, and implementing.
3. Demonstrate an ability to effectively use key project management tools and software applications, such as GANTT charts, PERT charts, and Microsoft Project.
4. Critically assess contemporary project management practice through the investigation of case studies.
5. Identify and analyse elements of risk associated with projects with particular emphasis on questions of leadership, project structure, team membership, and organisational culture.
6. Describe, discuss, and assess the role of evaluation in project management.

**ASSESSMENT TASK**

<table>
<thead>
<tr>
<th>TYPE</th>
<th>WHEN ASSESSED – YEAR, SESSION AND WEEK</th>
<th>WEIGHTING</th>
<th>LINKED LEARNING OUTCOMES</th>
</tr>
</thead>
<tbody>
<tr>
<td>Practical exercise</td>
<td>The practical exercise is required at the end of week seven.</td>
<td>30%</td>
<td>2,3,5 and 6</td>
</tr>
</tbody>
</table>

Practical exercises assess students’ ability to apply theoretical learning to practical, real world situations. In this exercise students must prepare a project plan, using appropriate project management tools such as MS Word, PowerPoint, and MS Project. Students should evaluate alternative courses of action and use MS Project to guide the development of their plan. The plan should include details relating to the project:
- Specifications and definition (scope)
- Budget and expected costs (including purchasing of equipment)
- Staffing and human resource requirements
- Management
- Dates, milestones, and deadlines
- Marketing and implementation.

It should also include details of risk assessment and potential threats, and what actions might be taken to overcome problems.

Students should finalise the precise nature and scope of their project with the unit coordinator by the end of week three.

**Essay**

Essays test a student’s ability to assess information, formulate arguments, and critically evaluate different alternatives to issues or problems.

In this assessment students must write a 2500-word essay on a topic relating to project management. Potential topics might include:

- The role and importance of leadership in project management
- Potential impediments to effective project management
- How to manage and implement projects using virtual or remote teams
- The role and importance of technology in the effective management of projects.

The precise wording of the essay should be confirmed with the unit coordinator by the end of week three.

The essay is required by the end of week 11. 30% 1 - 6

**Final examination**

Examinations assess students’ understanding and comprehension of theoretical and practical knowledge presented throughout the unit.

The unit’s final examination will be a three-hour closed book exam and will include a series of multiple choice questions, short answer problem solving exercises, and practical exercises to demonstrate technical proficiency.

The examination is conducted in week following the final week of lectures. 40% 1 - 6

**PRESCRIBED FOR THE COURSE**

**SELECTED REFERENCES**

**PRINTED MATERIALS**

Extensive lectures notes, case study material and other information will be provided on-line as part of this course.

Prescribed text
| **WEB SITES** | No single Web site presents all the necessary knowledge that students need to learn and apply. However, opposite are some useful sites to visit. | **Online useful sources of references are:**  
Australian Institute of Project Management  
British Association for Project Management  
www.apm.org.uk  
Ganthead (IT project management resources)  
http://www.gantthead.com/  
Project Management Benchmarking Network  
www.pmbn.org  
Project management.com  
http://www.projectmanagement.com/ |