

**CORPORATE EDUCATION CENTRE (CEC)**

**COURSE OUTLINE 2019 March**



*A Great Place to Learn.*

**PROGRAMME:** University of Sunderland - BA (Hons) Business Management  
**DURATION:** 5:30 pm to 8:00 pm  
**DAY(S):** Wednesday  
**MODE:** Part-Time  
**COMPONENT:** Managing Projects  
**LECTURER:** Vijay Birsingh  
**CAMPUS:** Champs Fleurs

**Contract Hours:** 40  
**Actual Hours:** 40

Lecture Number	Lecture Day & Date		Time	Hrs	Cum Hrs	Lecture Topic (s)	No./ Type of Session	Important Concepts/ Ideas to know/ Learning Outcomes	Expected Reading	Other Matters	Questions	Items Due For Next Class
1	Wed	2019 Mar 27	5:30-7:30pm	2.0	2.00	Project Concept - Background and principles of project management.	Lt	Identify the framework of projects, programmes and recall key definitions	1	In Class assignment	Home assignment	1
2	Wed	2019 Apr 03	5:30-7:30pm	2.0	4.00	Planning and Monitoring Tools and Techniques - The feasibility of projects and development of preliminary project scope.	Lt	Recall and apply the key factors in determining the feasibility of a project. Identification of all the work and only that work required to achieve the objectives of a project. Identify the elements of a project scope statement	2	In Class assignment	Home assignment	2
3	Wed	2019 Apr 10	5:30-7:30pm	2.0	6.00	Planning and Monitoring Tools and Techniques - Prepare detail project scope and the work breakdown structure.	Lt	Develop a work breakdown structure based on stakeholder requirements.	2	In Class assignment	Home assignment	2
4	Wed	2019 Apr 17	5:30-7:30pm	2.0	8.00	Planning and Monitoring Tools and Techniques - Network diagram	Lt	Identify the elements of a Network Diagram. Create a network diagram that will derive the critical path. Perform all related calculations	2	In Class assignment	Home assignment	2
5	Wed	2019 Apr 24	5:30-7:30pm	2.0	10.00	Planning and Monitoring Tools and Techniques - Network diagram	Lt	Reinforce concepts and techniques	2	In Class assignment	Home assignment	2
6	Wed	2019 May 01	5:30-7:30pm	2.0	12.00	The Management of Project Cost and Risk - Financial project appraisal, Payback, NPV. The Project Charter.	Lt	Identify factors of projects economics. Perform relevant calculations. Develop a sound project charter	2, 3	In Class assignment	Home assignment	3
7	Wed	2019 May 08	5:30-7:30pm	2.0	14.00	Planning and Monitoring Tools and Techniques - Prepare detail project scope and the work breakdown structure.	Lt	Apply WBS dictionaries and numbering system. Develop a work breakdown structure based on case study	2	In Class assignment	Home assignment	3, 5
8	Wed	2019 May 15	5:30-8:30pm	3.0	17.00	Practise Assignment 1	EP	Develop a network diagram and perform calculations.	2	In Class assignment	Home assignment	5
9	Wed	2019 May 22	5:30-8:30pm	3.0	20.00	Planning and Monitoring Tools and Techniques - Cost estimating, quality and organisation breakdown structure	Lt	Identify the factors in developing a cost estimate and budget. Explain the concept of quality on projects. Develop a QA/QC plan. Develop an OBS	3, 5	In Class assignment	Home assignment	5
10	Wed	2019 May 29	5:30-8:30pm	3.0	23.00	Discussion on Case Studies - Analysis, Techniques and Report Structure	Lt	Identify and apply standards to development of assignment report	2	In Class assignment	Home assignment	3,5
11	Wed	2019 Jun 05	5:30-8:30pm	3.0	26.00	Practise Assignment 2 - Case Study Past Paper	EP	Develop a draft report on question 2 based on a past paper question	review	In Class assignment	Home assignment	3,5

12	Wed	2019 Jun 12	5:30-9:00pm	3.5	29.50	Planning and Monitoring Tools and Techniques - Communications, Project Risk and procurement.	Lt	Define concept of risk. Explain the concepts associated with analysis of risk. Develop a risk treatment plan. Understand how to monitor and control risk	3,5	In Class assignment	Home assignment	3,5
13	Wed	2019 Jun 26	5:30-9:00pm	3.5	33.00	Project Team Structuring - Organisational structure, roles and responsibilities of participants within a project. Project leadership requirements and qualities.	Lt	Identify human factors on projects. Explain key organisation behavior theories. Develop plans for managing people on projects. Define leadership and develop a plan to lead personnel on projects. Identify the concepts and factors in creating a project organisation. Identify key techniques in developing a project team. Identify key concepts in managing change and conflict	4	In Class assignment	Home assignment	3,4,5
14	Wed	2019 Jul 03	5:30-9:00pm	3.5	36.50	Planning and Monitoring Tools and Techniques - Communications, Project Risk and procurement. Discussion on Final Case Study	Lt	Recall the factors that affect communications on projects and how to develop a communication plan. Identify the elements of procurement of resources on projects. Develop a procurement plan	3,5	In Class assignment	Home assignment	3,5
15	Wed	2019 Jul 10	5:30-9:00pm	3.5	40.00	Project Execution and Control - Control and coordinate a project, methods used to measure project performance, managing changes. Discussion on Final Case Study	Lt	Identify factors that contribute to baseline changes. Understand the tools and techniques how to monitor and manage changes. Explain the use of earned value analysis. Identify elements of project closure. Explain how to evaluate projects and identify lessons learned. Review of standards required and key tools, techniques and concepts	5	In Class assignment	Home assignment	5

**Key / Legend**

Lt = Lecture    T = Tutorial    Lb = Lab    EP = Exam Prep

*Vijay Busingu*

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Lecturer Signature

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Course Administrator Signature

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Date Submitted

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Date received

**Last Notes: SBCS reserves the right to make changes to the information contained herein. Any changes effected to the information contained herein will be made known to all students concerned via class announcement. It is thus the responsibility of the student to attend all classes and to keep abreast of matters should they be absent from any class session. Students are advised and encouraged to contact their fellow classmates for updates where class sessions have been missed.**

**Date syllabus last modified: Jan 3, 2012**

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Unit Manager Signature

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Quality Assurance Manager Signature

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Executive Director Signature

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