# CORPORATE EDUCATION CENTER (CEC)

## COURSE OUTLINE

SBCS

*A Great Place to Learn.*

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| **PROGRAMME:** | University of Sunderland BA (Hons) Business Management Top-Up Degree | |
| **DURATION:** | 9:00 am to 12:00 md | **Contract Hours:** 40 |
| **DAY(S):** | Monday | **Actual Hours:** 47 |
| **MODE:** | Full-Time | |
| **COMPONENT:** | Managing Projects | |
| **LECTURER:** | Wayne Homer | |
| **CAMPUS:** | San Fernando | Revised 21st February 2019 |

| Lecture Number | Lecture Day & Date | | Time | Hrs | Cum Hrs | Lecture Topic (s) | No./ Type of Session | Important Concepts/ Ideas to know/Learning Outcome | Expected Reading | Other Matters | Questions | Items Due For Next Class |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 1 | Mon | 25-Mar-2018 | 9:00-12:00md | 3.0 | 3.00 | Introduction | Lt/T | Introduction to Project Management, course overview | Key Text  Pinto, J. K. (2013)  Project Management Achieving Competitive Advantage. Harlow: Pearson Education. | | | |
| 2 | Mon | 1-Apr-2018 | 9:00-12:00md | 3.0 | 6.00 | Project Concepts: A | Lt/T | * Understand the factors that make up a project in today's business environment<br>* Be able to analyse and understand the different types of project<br>* Explain: What is a project ? | READING: Pinto (2013) Chapter One.  Study Guide Unit 1 (p. 1-13) | | | |
| 3 | Mon | 8-Apr-2018 | 9:00-12:00md | 3.0 | 9.00 | Project Concepts: B | Lt/T | * Examine and understand some of the general concepts involved in a project<br>* Explain the role of the project manager<br>* Identify the skills required to practice project management | READING: Pinto (2013) Chapter One.  Study guide Unit 1 | | | |
| 4 | Mon | 15-Apr-2018 | 9:00-12:00md | 3.0 | 12.00 | Planning and Monitoring Tools and Techniques: A | Lt/T | * Appreciate the requirements for controlling projects<br>* Explain the application of control mechanisms | READING: -  Pinto (2013)  Chapter One. Study Guide Unit 2, 3 4 (p.15-63) | | | |

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| <span style="background:yellow"> </span> | Mon | 22-Apr-2018 | | | | | | **No Class (Easter Monday)** | | | |
| 5 | Mon | 29-Apr-2018 | 9:00-12:00md | 3.0 | 15.00 | Planning and Monitoring Tools and Techniques: B | Lt/T | * Evaluate the tools and techniques for project management planning and control<br>* Discuss the relative strengths and limitations of project management tools and techniques | READING: Pinto (2013) Chapter 9 | | |
| 6 | Mon | 6-May-2018 | 9:00-12:00md | 3.0 | 18.00 | The Management of Project Costs and Risk: A | Lt/T | * Analyse the key techniques that allow projects to be managed in relation to finance and risk<br>* Be able to explain the key financial appraisal techniques | READING: Pinto (2013) Chapter 8 Study Guide Unit 5 (p.65-87) | | |
| 7 | Mon | 13-May-2018 | 9:00-12:00md | 3.0 | 21.00 | The Management of Project Costs and Risk: B | Lt/T | *Be able to explain project accounting processes<br>*Be able to discuss project business case approval processes<br> *Discuss the importance of risk in the management of projects | READING: Pinto (2013), Chapter 7 | | |
| 8 | Mon | 20-May-2018 | 9:00-12:00md | 3.0 | 24.00 | Project Team Structuring: A | Lt/T | * Discuss the factors in the business environment that lead to the successful selection of project teams<br>*Analyse the successful management of teams | READING:   Pinto (2013) Chapter  6. Study Guide Unit 6, 7 (p.89-113) | | |
| 9 | Mon | 27-May-2018 | 9:00-12:00md | 3.0 | 27.00 | Project Team Structuring: B | Lt/T | * Understand how the role of managing teams differs from the role of the functional manager<br>* Discuss fully the role of the project manager<br>* Understand the skills required – by the project manager -to practice successful project management | READING: Pinto (2013) Chapter 6 | | |
| 10 | Mon | 3-Jun-2018 | 9:00-12:00md | 3.0 | 30.00 | Case Study | T | Case Study Paper.<br>Session on Academic Writing | Review topics covered to date | | |
| 11 | Mon | 10-Jun-2018 | 9:00-12:00md | 3.0 | 33.00 | Project Control: A | Lt/T | * Analyse and understand the factors that make up sound project control principles<br>*Describe factors relating to comparing actual performance against plans and other project criteria | READING: Study Guide Unit 8 (p.115 -157) | | |
| 12 | Mon | 17-Jun-2018 | 9:00-12:00md | 3.0 | 36.00 | Project Control: B | Lt/T | * Examine various techniques available for reporting on project progress | READING:  Pinto (2013) Chapter 13 | | |

| 13 | Mon | 24-Jun-2018 | 9:00-12:00md | 3.0 | 39.00 | Assignment Review | T | Discussion on Assignment Paper | Review Assignment and note any questions | | | |
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| | | | | 8.0 | 47.00 | Consultation | EP | Online Review and Feedback of Draft Assignment Submissions | | | | |