Course Outline (Higher Education)

School:	Federation Business School
Course Title:	PROJECT MANAGEMENT FUNDAMENTALS
Course ID:	BUPMT1501
Credit Points:	15.00
Prerequisite(s):	Nil
Co-requisite(s):	Nil
Exclusion(s):	Nil
ASCED:	080315

Description of the Course:

This course describes the skills, knowledge and values required to develop an understanding of the project management environment. In particular, the course deals with the skills and knowledge required to determine and manage project scope, manage quality within projects whilst determining and implementing the project schedule and assessing time management outcomes.

Grade Scheme:	Graded (HD, D, C, P, MF, F, XF)
Placement Component:	No

Supplementary Assessment: Yes

Where supplementary assessment is available a student must have failed overall in the course but gained a final mark of 45 per cent or above and submitted all major assessment tasks.

Program Level:

Level of course in Program	AQF Level of Program					
	5	6	7	8	9	10
Introductory			✔			
Intermediate						
Advanced						

Learning Outcomes:

Knowledge:

K1. Confirm project delegations and authorities in project governance arrangements

K2. Identify and negotiate project boundaries with relevant stakeholders

K3. Establish a shared understanding of desired project outcomes with relevant stakeholders

K4. Understand the procedures for managing project baselines, establishment and variance

K5. Identify best-practice time management methodologies, their capabilities, limitations, applications and outcomes

K6. Understand work breakdown structures and how they apply to project schedules

K7. Identify appropriate budgeting processes, tools and techniques

K8. Describe strategies for reviewing and managing costs and their application in different situations against outcomes

Skills:

S1. Interpret and analyse information to determine project timelines and measure outcomes against project scope

S2. Collaborate with others to achieve joint outcomes, playing an active role in negotiating and facilitating agreement using clear language and appropriate non-verbal features

S3. Identify, interpret and analyse textual information obtained from a range of sources

S4. Draft and develop documentation required for project scheduling and reporting using appropriate formats and language

S5. Monitors actions against goals, adjusting plans and resources where necessary

S6. Use analytical skills to review and evaluate process and decide on future improvements

S7. Use digital applications to access, organise, integrate and share relevant information in effective ways

Application of knowledge and skills:

A1. Document a quality-management plan

A2. Implement quality control and assurance processes for a defined project using a range of tools and methodologies

A3. Develop a project schedule using project management tools and techniques

A4. Conduct a review of project scheduling and recommend improvements for the future

A5. Monitor costs across a project's life cycle including solving cost variations and analysing possible alternatives.

Course Content:

Topics may include:

- Developing quality metrics for the project and any product output in a quality management plan
- Selecting quality management methods and tools for resolving quality issues
- Reviewing processes and implement agreed changes continually throughout the project life cycle
- Reviewing project outcomes against performance requirements
- Estimating duration and effort, sequence and dependencies of tasks, to achieve project deliverables
- Using project scheduling tools and techniques to identify schedule impact on project time management, resource requirements, costs and risks
- Developing a cost-management plan for project finances according to scope of responsibility
- Implementing agreed financial-management processes and procedures for monitoring actual expenditure against budget

Values:

V1. Drive the application of project management strategies to deliver organisational goals

V2. Appreciate the role of leaders and effective teams in project success

V3. Have regard to the importance of ethical, transparent, and objective processes in relation to effective project management systems.

Graduate Attributes

The Federation University Federation graduate attributes (GA) are entrenched in the [Higher Education Graduate Attributes Policy](#) (LT1228). FedUni graduates develop these graduate attributes through their engagement in explicit learning and teaching and assessment tasks that are embedded in all FedUni programs. Graduate attribute attainment typically follows an incremental development process mapped through program progression. **One or more graduate attributes must be evident in the specified learning outcomes and assessment for each FedUni course, and all attributes must be directly assessed in each program**

Graduate attribute and descriptor		Development and acquisition of GAs in the course	
		Learning Outcomes (KSA)	**Assessment task (AT#)**
GA 1 Thinkers	Our graduates are curious, reflective and critical. Able to analyse the world in a way that generates valued insights, they are change makers seeking and creating new solutions.	K2,K5,K7,S1,S2,S3,S6,A3,A5	AT1,AT2,AT3
GA 2 Innovators	Our graduates have ideas and are able to realise their dreams. They think and act creatively to achieve and inspire positive change.	K5,S5,S7,	AT1, AT2,AT3
GA 3 Citizens	Our graduates engage in socially and culturally appropriate ways to advance individual, community and global well-being. They are socially and environmentally aware, acting ethically, equitably and compassionately.	N/A	N/A
GA 4 Communicators	Our graduates create, exchange, impart and convey information, ideas, and concepts effectively. They are respectful, inclusive and empathetic towards their audience, and express thoughts, feelings and information in ways that help others to understand.	K2,K3,S2,S3,S4,S7	AT1, AT2,AT3
GA 5 Leaders	Our graduates display and promote positive behaviours, and aspire to make a difference. They act with integrity, are receptive to alternatives and foster sustainable and resilient practices.	K1,K3,K4,K5,S2,S3,S5,S6,A2,A3,A5	AT1,AT2

Learning Task and Assessment:

Learning Outcomes Assessed	Learning Tasks	Assessment Type	Weighting
K2, K3, K4, K5, K6, K7, K8, S1, S3, S4, S5, S6, S7, A1, A2, A3, A4, A5	Individual assessment in which students apply project management knowledge and skills to an organisational problem, or project management scenario, and present appropriate documentation	Individual report/ Project/Case Study	20-30%

Learning Outcomes Assessed	Learning Tasks	Assessment Type	Weighting
K1, K2, K3, K4, K5, K6, K7, K8, S2, S3, S4, S5, S6, S7, A1, A2, A3, A4, A5	Group assessment in which students apply project management knowledge and skills to a project management scenario and present appropriate documentation.	Group report/ Presentation/Project	30-40%
K3, K4, K6, K7, K8, S1, S3, S6, S7, A1, A3, A5, A6	Folio of activities	Folio	30-40%

Adopted Reference Style:

APA

Refer to the library website for more information

Fed Cite - referencing tool