



# Course Outline (Higher Education)

<b>School:</b>	Federation Business School
<b>Course Title:</b>	FACILITATING FUNCTIONS IN PROJECT MANAGEMENT
<b>Course ID:</b>	BUPMT1502
<b>Credit Points:</b>	15.00
<b>Prerequisite(s):</b>	Nil
<b>Co-requisite(s):</b>	Nil
<b>Exclusion(s):</b>	Nil
<b>ASCED:</b>	080315

**Description of the Course:**

Project communication management ensures timely and appropriate generation, collection, dissemination, storage and disposal of project information through formal structures and processes. This course describes the skills and knowledge required to manage human resources and manage stakeholder relationships through all the stages in the project life cycle.

**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	<input type="checkbox"/>	<input type="checkbox"/>	✓	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Intermediate	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Advanced	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Learning Outcomes:**

**Knowledge:**

- K1.** Explain key components of a risk management plan within risk frameworks
- K2.** Identify project risk-management processes and procedures
- K3.** Describe effective project-management information systems and their various applications
- K4.** Explain probity and project governance constraints that relate to project procurement
- K5.** Identify appropriate project governance models and structure

**Skills:**

- S1.** Identify and develop approaches to risk management and implement complex tasks to achieve outcomes
- S2.** Document risk analysis and risk controls using required formats and structure
- S3.** Interpret, evaluate and critique ideas and information from a range of complex texts
- S4.** Create documents for internal and external use, using vocabulary and structure suitable for audience and context
- S5.** Sequence and schedule complex activities, monitor implementation and manage relevant communication
- S6.** Plan and organise complex activities, monitor implementation and manage relevant communication
- S7.** Resolve problems and make decisions based on analysis of options against set criteria and targets

**Application of knowledge and skills:**

- A1.** Conduct effective risk management processes for a project of sufficient complexity
- A2.** Apply risk management techniques, strategies and tools
- A3.** Determine procurement requirements and produce a procurement management plan
- A4.** Participate in procurement and contracting activities according to agreed processes
- A5.** Work closely with others to integrate all project management functions across a project life cycle according to organisational objectives

**Course Content:**

Topics may include:

- Risk objectives and standards
- Risk contexts and priorities
- Risk analysis processes
- Procurement management plan
- Modern Slavery Act
- Ethical procurement
- Project governance
- Project charters
- Effective communication
- Negotiation of project plan
- Change management
- Project audits
- Maintain appropriate documentation
- Timely handover of project
- Project evaluation

**Values:**

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

- V2.** Engage stakeholders through inclusive communication and problem solving when producing and managing project plans
- V3.** Promote the appropriate application of available project management processes within different organisational environment

### 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,K4,K5,S1,S3,S5,S7	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.	N/A	N/A
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.	K1,K4,S1,S4,S6,S7,A1,A4	AT1,AT2,AT3
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.	K1,K3,K4,K5,S1,S4,S5,S6,S7,A5	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.	K2,K4,K5,S1,S5,S6,S7,A1,A2,A3,A5	AT1,AT2,AT3

### Learning Task and Assessment:

Learning Outcomes Assessed	Learning Tasks	Assessment Type	Weighting
K1, K3, K5, S1, S2, S3, S4, S5, S6, S7, A2, A4, A5	Folio of completed tasks and activities	Folio	40-50%
K1, K2, K3, K4, K5, S1, S3, S4, S6, S7, A2, A4	Individual report or project	Individual task	30-40%
K1, S1, S3, S7, A2, A3	Individual presentation	Presentation	20-30%

### Adopted Reference Style:

APA

Refer to the [library website](#) for more information

Fed Cite - [referencing tool](#)