

MODULE CODE: DSAW5076
TITLE: Project Management in the Workplace
DATED: 03/08/2016

LEVEL: 5
CREDITS: 30

JACS CODE: N213

AIM(S)

- To enable learners to identify different concepts and practices related to project management.
- To enable learners to manage and evaluate project management methods in the workplace.

LEARNING OUTCOMES

Upon the successful completion of this module, the learner should be able to:

- identify and evaluate the principles of project management;
- analyse and apply appropriate tools and techniques for effective project management in different contexts;
- evaluate relevant project management methods and methodologies for the workplace.

INDICATIVE CONTENT

- Concepts, principles, methods, and methodologies of project management will be introduced and discussed.
- An exploration of the scope of project management, examples of project management methodologies, for example Agile, PRINCE2, and Six Sigma in use, and analysis of their appropriateness to different contexts.
- The primary tools and techniques for project planning and management, for example Project Initiation Documents and Monitoring and Evaluation plans, and their application will be examined.
- An examination of the processes for identification, analysis, and management of risk within the project management context.
- Reporting and budget control in a project environment will be discussed.
- Quality management, change management, and monitoring and evaluation cycles and their importance to project management will be assessed.

LEARNING AND TEACHING STRATEGY

Teaching sessions will introduce the learners to the relevant concepts, principles, and practices. Tutorials will introduce practical examples which will be used to support application, discussion, and evaluation.

The allocation of teaching to deliver the module is:

Activity type	Hours	Percentage
Scheduled learning	30	10
Independent learning	90	30
Placement learning (work-based)	180	60
TOTAL	300	100%

ASSESSMENT

Coursework: 100% - 6,000 words or equivalent.

Assessment Component 1 – 40%

Written Assessment (2,400 words or equivalent)

Exemplar:

Devise a Project Initiation Document (PID) and a Monitoring and Evaluation Plan for a specific context.

Assessment Component 2 – 60%

Written Assessment (3,600 words or equivalent)

Exemplar:

Identify and analyse project management methods and methodologies currently in use in the workplace, justifying their use and making recommendations for development.

Assessment Summary

Activity type	Percentage
Written exam	0
Coursework	100
Practical	0
TOTAL	100%

EDUCATION FOR SUSTAINABLE DEVELOPMENT (ESD)

Does the module contribute to ESD?	Yes X
	No
This module prepares students to operate more sustainably within their workplaces by understanding the key principles and procedures that create lasting and effective projects – a well-run project eliminates potential waste and ensures efficiency and sustainability. Through its content, it also contributes directly to two of the seven goals defined in the Well-being of Future Generations (Wales) Act: a resilient Wales and a prosperous Wales.	

BIBLIOGRAPHY

Essential

Project Management Institute (2013) *A guide to the Project Management Body of Knowledge: (PMBOK guide)*. (5th ed) Newtown Square, PA: Project Management Institute.
Watson, M. (2002) *Managing smaller projects: A practical guide*. (2nd ed) Hook: Project Manager Today.

Recommended

Bentley, C. (2010) *PRINCE2 a practical handbook*. (3rd ed) Amsterdam: Elsevier/Butterworth-Heinemann.
Chin, G., and Books24x7, Inc. (2004) *Agile project management how to succeed in the face of changing project requirements*. New York: AMACOM.
Keller, P. (2011) *Six sigma demystified*. (2nd ed) Maidenhead: McGraw-Hill Professional.
Reiss, G. (2007) *Project management demystified*. (3rd ed) London: Taylor and Francis.
Webster, G. (1999) *Managing projects at work*. Aldershot: Gower.

Websites

APMG International: <http://www.apmg-international.com/>
Association for Project Management: <http://www.apm.org.uk>
Project Management Institute: <http://www.pmi.org>
Project Management Today: <http://www.pmtoday.co.uk>
Project Smart: <http://www.projectsart.co.uk>