COURSE OUTLINE

PRM701 Project Management Principles

School: School of Business and Creative Industries

2023 | Session 3

UniSC Sunshine Coast	BLENDED LEARNING	Most of your course is on campus but you may be able to do some components of this course online.
Online	ONLINE	You can do this course without coming onto campus.

Please go to usc.edu.au for up to date information on the teaching sessions and campuses where this course is usually offered.

1. What is this course about?

1.1. Description

This course focuses on building the knowledge and practical skills necessary to manage projects in organisations. The course provides information how project management can drive efficiency and innovation in projects management across a range of situations. The framework used is this course is drawn from the Project Management Body of Knowledge and how the framework can be applied to projects. Through real world case studies, you are introduced to the principles, concepts and processes of project management and their traditional and agile application in both the business and public sectors.

1.2. How will this course be delivered?

ACTIVITY	HOURS	BEGINNING WEEK	FREQUENCY
BLENDED LEARNING			
Learning materials – Interactive online learning activities.	2hrs	Week 1	6 times
Tutorial/Workshop 1 – Scheduled face to face workshops.	4hrs	Week 1	6 times
Tutorial/Workshop 2 – Additional scheduled face to face workshops.	1hr	Week 1	3 times
ONLINE			
Learning materials – Interactive online learning activities.	2hrs	Week 1	6 times
Tutorial/Workshop 1 – Scheduled online workshops (Recorded).	4hrs	Week 1	6 times
Tutorial/Workshop 2 – Additional scheduled online workshops (Recorded).	1hr	Week 1	3 times

1.3. Course Topics

Introduction to project management, project selection and prioritisation.

Organisational capability: Structure, culture and roles

Chartering projects.

Stakeholder analysis and communication planning

Scope planning

Scheduling projects

Resourcing and budgeting projects

Project risk management

Project quality planning and project kick off

Project supply chain management

Leading and managing project teams

Determining project progress and results
Finish the project and realising benefits

2. What level is this course?

700 Level (Specialised)

Demonstrating a specialised body of knowledge and set of skills for professional practice or further learning. Advanced application of knowledge and skills in unfamiliar contexts.

3. What is the unit value of this course?

12 units

4. How does this course contribute to my learning?

COURSE LEARNING OUTCOMES On successful completion of this course, you should be able to...	GRADUATE QUALITIES MAPPING Completing these tasks successfully will contribute to you becoming...	PROFESSIONAL STANDARD MAPPING * Association to Advance Collegiate Schools of Business
1 Critically analyse information and tools related to recent developments in project management and project lifecycle.	Knowledgeable Creative and critical thinker	
2 Design, plan and define scope for a new project for authorisation.	Knowledgeable Empowered	
3 Effectively participate in a project team to achieve project objectives and balance project constraints.	Knowledgeable Engaged	
4 Communicate to justify and interpret methodologies, conclusions and professional decisions to specialist and non-specialist audiences.	Creative and critical thinker Engaged	PC1
5 Demonstrate digital literacy skills for communication and information sharing in a business context.	Engaged	

* Competencies by Professional Body

CODE	COMPETENCY
ASSOCIATION TO ADVANCE COLLEGIATE SCHOOLS OF BUSINESS	
PC1	Communication

5. Am I eligible to enrol in this course?

Refer to the UniSC Glossary of terms for definitions of "pre-requisites, co-requisites and anti-requisites".

5.1. Pre-requisites

Enrolled in any PGRD Program or (enrolled in Program SC410 or SC411 and 280 units completed towards this Program)

5.2. Co-requisites

Not applicable

5.3. Anti-requisites

Not applicable

5.4. Specific assumed prior knowledge and skills (where applicable)

Competent English language skills for oral and written work.

6. How am I going to be assessed?

6.1. Grading Scale

Standard Grading (GRD)

High Distinction (HD), Distinction (DN), Credit (CR), Pass (PS), Fail (FL).

6.2. Details of early feedback on progress

Formative online quizzes are available each week from week one. Feedback is available after submission for the student to gauge their understanding of weekly teaching objectives.

6.3. Assessment tasks

DELIVERY MODE	TASK NO.	ASSESSMENT PRODUCT	INDIVIDUAL OR GROUP	WEIGHTING %	WHAT IS THE DURATION / LENGTH?	WHEN SHOULD I SUBMIT?	WHERE SHOULD I SUBMIT IT?
All	1	Plan	Individual	40%	3,000 words	Week 3	Online Assignment Submission with plagiarism check
All	2	Examination - not Centrally Scheduled	Individual	60%	2 hours	Week 7	Online Assignment Submission with plagiarism check

All - Assessment Task 1: Defining, chartering and communicating a project

GOAL:	You will demonstrate advanced analysis skills in determining and discussing selected components of a project plan. This task is being used for measuring assurance of learning towards Association to Advance Collegiate Schools of Business (AACSB) accreditation. The following Program Learning Objectives will be assessed: Program Learning Objective 1.3 - Demonstrate digital literacy skills for communication and information sharing in a business context.
PRODUCT:	Plan
FORMAT:	Individual report maximum 3000 words

CRITERIA:	No.		Learning Outcome assessed
	1	Demonstrate knowledge of digital communication tools/ channels to present, share and communicate in a business context.	3
	2	Identify and evaluate appropriate digital tools/ channels for specific business purposes.	5
	3	Indicate effective communication using appropriate digital tools and channels.	4
	4	Apply advanced and contemporary understanding of a project management framework to a project.	1
	5	Develop a project charter utilising the project management tools and techniques for a new project.	1
	6	Demonstrate professional writing skills utilising relevant literature and industry benchmarks.	5

All - Assessment Task 2: Open book online examination

GOAL:	You will demonstrate your advanced project management knowledge. The examination will be based on a case study.
PRODUCT:	Examination - not Centrally Scheduled
FORMAT:	This is an individual assessment.The final open book open web (OBOW) exam will focus on all aspects of the course. Students will be required to focus on the application of key concepts of project management in the context of a project case study.

CRITERIA:	No.		Learning Outcome assessed
	1	Apply an advanced understanding of the project management body of knowledge,	1
	2	Exhibit knowledge of recent developments in project management,	1
	3	Apply project management knowledge in a business context,	2 4
	4	Interpret, apply and justify project management theories, tools, approaches and methodologies.	1 4 5

7. Directed study hours

A 12-unit course will have total of 150 learning hours which will include directed study hours (including online if required), self-directed learning and completion of assessable tasks. Student workload is calculated at 12.5 learning hours per one unit.

8. What resources do I need to undertake this course?

Please note: Course information, including specific information of recommended readings, learning activities, resources, weekly readings, etc. are available on the course Canvas site– Please log in as soon as possible.

8.1. Prescribed text(s) or course reader

Please note that you need to have regular access to the resource(s) listed below. Resources may be required or recommended.

REQUIRED?	AUTHOR	YEAR	TITLE	EDITION	PUBLISHER
Required	Timothy Kloppenborg,Vittal S. Anantatmula,Kathryn Wells	2018	Contemporary Project Management	n/a	Cengage Learning

8.2. Specific requirements

Not applicable

9. How are risks managed in this course?

Health and safety risks for this course have been assessed as low. It is your responsibility to review course material, search online, discuss with lecturers and peers and understand the health and safety risks associated with your specific course of study and to familiarise yourself with the University's general health and safety principles by reviewing the online induction training for students, and following the instructions of the University staff.

10. What administrative information is relevant to this course?

10.1. Assessment: Academic Integrity

Academic integrity is the ethical standard of university participation. It ensures that students graduate as a result of proving they are competent in their discipline. This is integral in maintaining the value of academic qualifications. Each industry has expectations and standards of the skills and knowledge within that discipline and these are reflected in assessment.

Academic integrity means that you do not engage in any activity that is considered to be academic fraud; including plagiarism, collusion or outsourcing any part of any assessment item to any other person. You are expected to be honest and ethical by completing all work yourself and indicating in your work which ideas and information were developed by you and which were taken from others. You cannot provide your assessment work to others. You are also expected to provide evidence of wide and critical reading, usually by using appropriate academic references.

In order to minimise incidents of academic fraud, this course may require that some of its assessment tasks, when submitted to Canvas, are electronically checked through Turnitin. This software allows for text comparisons to be made between your submitted assessment item and all other work to which Turnitin has access.

10.2. Assessment: Additional Requirements

Eligibility for Supplementary Assessment

Your eligibility for supplementary assessment in a course is dependent of the following conditions applying:

The final mark is in the percentage range 47% to 49.4%
The course is graded using the Standard Grading scale
You have not failed an assessment task in the course due to academic misconduct

10.3. Assessment: Submission penalties

Late submission of assessment tasks may be penalised at the following maximum rate:
- 5% (of the assessment task's identified value) per day for the first two days from the date identified as the due date for the assessment task.
- 10% (of the assessment task's identified value) for the third day - 20% (of the assessment task's identified value) for the fourth day and subsequent days up to and including seven days from the date identified as the due date for the assessment task.
- A result of zero is awarded for an assessment task submitted after seven days from the date identified as the due date for the assessment task. Weekdays and weekends are included in the calculation of days late. To request an extension you must contact your course coordinator to negotiate an outcome.

10.4. SafeUniSC

UniSC is committed to a culture of respect and providing a safe and supportive environment for all members of our community. For immediate assistance on campus contact SafeUniSC by phone: 07 5430 1168 or using the SafeZone app. For general enquires contact the SafeUniSC team by phone 07 5456 3864 or email safe@usc.edu.au.

The SafeUniSC Specialist Service is a Student Wellbeing service that provides free and confidential support to students who may have experienced or observed behaviour that could cause fear, offence or trauma. To contact the service call 07 5430 1226 or email studentwellbeing@usc.edu.au.

10.5. Study help

For help with course-specific advice, for example what information to include in your assessment, you should first contact your tutor, then your course coordinator, if needed.

If you require additional assistance, the Learning Advisers are trained professionals who are ready to help you develop a wide range of academic skills. Visit the Learning Advisers web page for more information, or contact Student Central for further assistance: +61 7 5430 2890 or studentcentral@usc.edu.au.

10.6. Wellbeing Services

Student Wellbeing provide free and confidential counselling on a wide range of personal, academic, social and psychological matters, to foster positive mental health and wellbeing for your academic success.

To book a confidential appointment go to Student Hub, email studentwellbeing@usc.edu.au or call 07 5430 1226.

10.7. AccessAbility Services

Ability Advisers ensure equal access to all aspects of university life. If your studies are affected by a disability, learning disorder mental health issue, injury or illness, or you are a primary carer for someone with a disability or who is considered frail and aged, AccessAbility Services can provide access to appropriate reasonable adjustments and practical advice about the support and facilities available to you throughout the University.

To book a confidential appointment go to Student Hub, email AccessAbility@usc.edu.au or call 07 5430 2890.

10.8. Links to relevant University policy and procedures

For more information on Academic Learning & Teaching categories including:

- Assessment: Courses and Coursework Programs
- Review of Assessment and Final Grades
- Supplementary Assessment
- Central Examinations
- Deferred Examinations
- Student Conduct
- Students with a Disability

For more information, visit https://www.usc.edu.au/explore/policies-and-procedures#academic-learning-and-teaching

10.9. Student Charter

UniSC is committed to excellence in teaching, research and engagement in an environment that is inclusive, inspiring, safe and respectful. The Student Charter sets out what students can expect from the University, and what in turn is expected of students, to achieve these outcomes.

10.10. General Enquiries

In person:

- **UniSC Sunshine Coast** - Student Central, Ground Floor, Building C, 90 Sippy Downs Drive, Sippy Downs
- **UniSC Moreton Bay** - Service Centre, Ground Floor, Foundation Building, Gympie Road, Petrie
- **UniSC SouthBank** - Student Central, Building A4 (SW1), 52 Merivale Street, South Brisbane
- **UniSC Gympie** - Student Central, 71 Cartwright Road, Gympie
- **UniSC Fraser Coast** - Student Central, Student Central, Building A, 161 Old Maryborough Rd, Hervey Bay
- **UniSC Caboolture** - Student Central, Level 1 Building J, Cnr Manley and Tallon Street, Caboolture

Tel: +61 7 5430 2890

Email: studentcentral@usc.edu.au