

PROJECT MANAGEMENT - 2024/5

Module code: MAN3104

Module Overview

Projects provide an efficient and effective means of delivering corporate strategy for both public and private sector organisations. Fundamental to this is robust project sponsorship and management. This module is focused at FHEQ Level 6 students that wish to develop, plan, manage and control projects successfully in a business environment. This requires an awareness of general project management principles, methodologies and the tools and techniques as applied within multi-disciplined projects. Within this module students will receive a robust grounding in the theory and practice of project management delivered by lectures and by using project management software (MS Project) in a computer laboratory setting

Module provider

Surrey Business School

Module Leader

SOTUNDE Deji (SBS)

Number of Credits: 15

ECTS Credits: 7.5

Framework: FHEQ Level 6

Module cap (Maximum number of students): N/A

Overall student workload

Independent Learning Hours: 86

Lecture Hours: 20

Seminar Hours: 11

Laboratory Hours: 2

Guided Learning: 11

Captured Content: 20

Module Availability

Semester 2

Prerequisites / Co-requisites

None

Module content

Indicative Content includes

- Introduction to Project Management
- Project Structure, Leadership and Team Roles
- Project Scope, Feasibility and Work Breakdown Structure (WBS)
- MS Project Lab Session 1- Gantt Charts
- Stakeholders and Quality Management
- MS Project Lab Session 2 – Applying resources to projects
- Project Risk, Decision Making, Estimating and the Business Case
- Project Reporting, Monitoring and Change Control
- Project Completion, Handover and Review

Assessment pattern

Assessment type	Unit of assessment	Weighting
Coursework	GROUP PROJECT PLANNING REPORT	70
Examination Online	MULTIPLE CHOICE QUESTIONS (DURATION 120 MINUTES)	30

Alternative Assessment

Alternative Assessment for 'GROUP PROJECT PLANNING REPORT' is an Individual coursework

Assessment Strategy

The assessment strategy is designed to provide students with the opportunity to demonstrate:

- An application of project management theory, tools, and techniques in a 'real' situation through undertaking a group project and writing a group project proposal
- An ability to present (succinctly) key technical and commercial information required to manage, deliver and control projects successfully to a prospective sponsor

Thus, the summative assessment for this module consists of:

- A written group project planning report – (addresses learning outcomes 1,2,3,4,5)

The group project planning report is a proposal based on decisions of the group and designed to evaluate the group's understanding of the key concepts of project scope generation, project planning, implementing, monitoring, evaluating, risk assessment and project costing using the tools and techniques discussed in the module in a 'real' project context. The project brief requires all teams to research real commercial information used in their estimates and plan for the project proposal.

- A two-hour multiple-choice examination – (addresses learning outcome 1,2 and 3)

The examination is designed to evaluate individual project management knowledge.

Formative assessment and feedback:

- Oral formative feedback in weekly seminars to address tasks in exercises and workbooks
- Progress catchup meetings in weeks 6 and 8 with groups to discuss their project proposal plan
- System generated non-graded marks to weekly exercises/knowledge check/ quizzes on SurreyLearn

Formative feedback will be given to all project teams before the written group proposal is due to be submitted. In addition, students

will be given guidance in lectures and formative feedback in seminars aimed at helping them to prepare for the assessment (coursework and examinations).

Module aims

- To provide an understanding of project management concepts, tools and techniques and why they are used to deliver any sized project within any type of organisation.
- To explore both the business perspective as well as how to engage with the various stakeholders necessary to manage a project successfully.
- To develop theoretical concepts in a real-life project and critically understand problem-solving, decision making and project management methodology with its limitations.

Learning outcomes

		Attributes Developed
001	Recognise the value of project management and its methodologies in the project development process	KCP
002	Identify the role of project and sponsorship management and its applications	KCP
003	Assess the importance of people management and teams to the successful delivery of a project	KPT
004	Apply the principles and practice of project management to a group project and demonstrate the ability to present this to a potential sponsor	KPT
005	Apply technical and commercial knowledge and skills to manage deliver and control projects successfully	KCP

Attributes Developed

C - Cognitive/analytical

K - Subject knowledge

T - Transferable skills

P - Professional/Practical skills

Methods of Teaching / Learning

The learning and teaching strategy is designed to encourage a critical approach to learning with an emphasis on collaborative learning through team work to solve problems associated with a real-world project plan. The project teams will be given a project brief which links to the business school's competency goals and assurance of learning of collaboration, digital capabilities and critical thinking.

The learning and teaching methods include team decision making and team written presentation skills. The teaching and learning format are designed to emphasis a methodology for project management and to give students the opportunity to gain experience through the integration of theory and practice.

The teaching and learning process will be facilitated by weekly lectures and seminars, and it includes two computer laboratory

sessions where students will be given the opportunity to use Microsoft Project software technology for putting together their proposed plan for the project brief.

In addition, support for team project discussions will be provided through SurreyLearn and bookable drop-in meeting. Lectures will involve the explanation of theoretical concepts of project management and the seminars and workshops will provide further support, allowing students to test their assumptions and apply their understanding of the concepts to their group project.

Indicated Lecture Hours (which may also include seminars, tutorials, workshops and other contact time) are approximate and may include in-class tests where one or more of these are an assessment on the module. In-class tests are scheduled/organised separately to taught content and will be published on to student personal timetables, where they apply to taken modules, as soon as they are finalised by central administration. This will usually be after the initial publication of the teaching timetable for the relevant semester.

Reading list

<https://readinglists.surrey.ac.uk>

Upon accessing the reading list, please search for the module using the module code: **MAN3104**

Other information

The module enables students to develop collaboration skills through group work, key digital skills by using MS Project planning software, critical thinking skills required for handling incomplete information typical of projects in different context and the application of disciplinary knowledge of concepts, frameworks and techniques learnt from other compulsory and optional modules in their programme of study.

These skills will be developed and refined through the student' active participation in the weekly lectures/seminars and project team meetings. The lecture/seminars will include the use of qualitative/quantitative information, present in real life case examples, and required to interpret theory to application, a key employability theme. The group work will also help build a support network, develop problem-solving skills and decision-making abilities.

Overall, it will contribute to a student's ability to be resourceful, resilient and confident in responding effectively to typical challenges encountered in an operation - a key transferable skill sought by employers.

Programmes this module appears in

Programme	Semester	Classification	Qualifying conditions
Accounting and Finance (Dual degree with SII-DUFE) BSc (Hons).	2	Optional	A weighted aggregate mark of 40% is required to pass the module
Accounting and Finance BSc (Hons).	2	Optional	A weighted aggregate mark of 40% is required to pass the module
Business Management (Marketing) BSc (Hons).	2	Compulsory	A weighted aggregate mark of 40% is required to pass the module
Business Management and French BSc (Hons).	2	Optional	A weighted aggregate mark of 40% is required to pass the module
Business Management and Spanish BSc (Hons).	2	Optional	A weighted aggregate mark of 40% is required to pass the module
Business Management BSc (Hons).	2	Compulsory	A weighted aggregate mark of 40% is required to pass the module

Programme	Semester	Classification	Qualifying conditions
Business Management with Business Analytics BSc (Hons).	2	Compulsory	A weighted aggregate mark of 40% is required to pass the module
Business Management with Entrepreneurship and Innovation BSc (Hons).	2	Compulsory	A weighted aggregate mark of 40% is required to pass the module
Business Management with Human Resource Management BSc (Hons).	2	Optional	A weighted aggregate mark of 40% is required to pass the module
Computer Science BSc (Hons).	2	Optional	A weighted aggregate mark of 40% is required to pass the module
Computer Science MEng	2	Optional	A weighted aggregate mark of 40% is required to pass the module
Computing and Information Technology BSc (Hons).	2	Optional	A weighted aggregate mark of 40% is required to pass the module
International Business Management (Dual degree with SII-DUFE) BSc (Hons).	2	Compulsory	A weighted aggregate mark of 40% is required to pass the module
International Business Management BSc (Hons).	2	Compulsory	A weighted aggregate mark of 40% is required to pass the module

Please note that the information detailed within this record is accurate at the time of publishing and may be subject to change. This record contains information for the most up to date version of the programme / module for the 2024/5 academic year.