

THE EDUCATION UNIVERSITY OF HONG KONG

Course Outline

Part I

Programme Title	: All Undergraduate Programmes
Programme QF Level	: 5
Course Title	: Understanding Project Management
Course Code	: GEH1027
Department	: Social Sciences and Policy Studies
Credit Points	: 3
Contact Hours	: 39
Pre-requisite(s)	: Nil
Medium of Instruction	: English
Course Level	: 1

Part II

The University's Graduate Attributes and seven Generic Intended Learning Outcomes (GILOs) represent the attributes of ideal EdUHK graduates and their expected qualities respectively. Learning outcomes work coherently at the University (GILOs), programme (Programme Intended Learning Outcomes) and course (Course Intended Learning Outcomes) levels to achieve the goal of nurturing students with important graduate attributes.

In gist, the Graduate Attributes for Sub-degree, Undergraduate, Taught Postgraduate, Professional Doctorate and Research Postgraduate students consist of the following three domains (i.e. in short "PEER & I"):

- Professional Excellence;
- Ethical Responsibility; &
- Innovation.

The descriptors under these three domains are different for the three groups of students in order to reflect the respective level of Graduate Attributes.

The seven GILOs are:

1. Problem Solving Skills
2. Critical Thinking Skills
3. Creative Thinking Skills
- 4a. Oral Communication Skills
- 4b. Written Communication Skills
5. Social Interaction Skills
6. Ethical Decision Making
7. Global Perspectives

1. Course Synopsis

This course aims at providing students with the basic knowledge and skills in project management. It is an introductory course that takes students through a step-by-step process for planning and managing projects successfully. Nowadays, almost all kinds of organizations, including schools, are required to undertake projects for various purposes. Due to constraints of resources, projects must be managed in a proper way to achieve expected outcomes. In this regard, project management emerges as one of the key determinants of the performance of organizations. Projects, which are not managed properly, would usually lead to such negative situations as budget overrun, time overrun, rework, and even total project failure. The course uses the concept of project life cycle to cover theories and practices regarding project initiation, project planning, project implementation, project termination, and risk management. In this skills-building course, students will learn practical tools and techniques that help to organize, plan, implement, and monitor the project to achieve an organization's schedule, budget, and performance objectives. Topics that will be covered include project selection and prioritization, project organization and team formation, project cost estimation, project schedule determination, project risk analysis, project controlling, and post-project evaluation.

2. Course Intended Learning Outcomes (CILOs)

Upon completion of this course, students will be able to:

- CILO 1: Define the project from the organizational perspective.
- CILO 2: Consider the nature of the organization that can meet the project environment.
- CILO 3: Understand the project design based on the capabilities, constraints, and risks of the organization.
- CILO 4: Solve simple time or resource problems in project implementation.
- CILO 5: Apply relevant project management software, such as Microsoft Project, for developing a project plan.

3. Content, CILOs and Teaching & Learning Activities

Course Content	CILOs	Suggested Teaching & Learning Activities
Basic concepts of project and project management, including project definition and selection	<i>CILO₁</i>	Lecture, demonstration, group discussion, literature review
Project organization and management	<i>CILO₂</i>	Lecture, illustration, group discussion
Project planning methods, cost estimation techniques, and risk management tools	<i>CILO₃</i>	Lecture, demonstration, group discussion, case analysis, hands-on practice

Project monitoring methods and problem solving skills	<i>CILO₄</i>	Lecture, demonstration, case analysis, group discussion, hands-on practice
Use of a project management software	<i>CILO₅</i>	Group discussion, demonstration, case analysis, hands-on practice

4. Assessment

Assessment Tasks	Weighting (%)	CILO
(a) To develop a project plan for a 'real life' project, which needs the application of the principles, skills, and concepts discussed in the course.	40%	<i>CILO_{1, 2, 3, 5}</i>
(b) To solve a specific time or resource problem associated with the project developed in the first assignment, and create a revised project plan.	40%	<i>CILO_{1, 2, 3, 4, 5}</i>
(c) Participation in other activities, which may be tests, discussion, self-directed study and/or others, assigned by the lecturer.	20%	<i>CILO_{1, 2, 3, 4}</i>

5. Required Text(s)

Gray, CF & Larson, EW 2010, *Project Management: The Managerial Process*, 5th edn, McGraw-Hill, New York.

6. Recommended Readings

Chapman, C & Ward, S 2003, *Project Risk Management*, 2nd edn, John Wiley & Sons, West Sussex.

Gido, J & Clements, JP 2006, *Successful Project Management*, 3rd edn, Thompson South-Western, Mason, OH.

Klastorin, T 2004, *Project Management: Tools and Tradeoffs*, John Wiley and Sons, New York.

Mantel, SJ, Meredith, JR, Shafer, SM & Sutton, MM 2008, *Core Concepts: Project Management in Practice*, 3rd edn, John Wiley and Sons, New York.

Meredith, J & Mantel, S 2009, *Project Management: A Managerial Approach*, 7th edn, John Wiley and Sons, New York.

Turner, JR 2009, *The Handbook of Project Management*, 3rd edn, McGraw-Hill, New

York.

Wysocki, RK & McGary, R 2003, *Effective Project Management*, 3rd edn, Wiley Publishing, Inc., Indianapolis, IN.

7. Related Web Resources

Project Management Institute (US-based)

<http://www.pmi.org>

International Project Management Association (European-based)

<http://www.ipma.ch/Pages/default.aspx>

Australian Institute of Project Management (Australian-based)

<http://www.aipm.com.au/html/default.cfm>

8. Related Journals

International Journal of Project Management

Project Management Journal

International Journal of Production Research

Journal of Technology Management in China

Industrial Management & Data Systems Information

International Journal of Operations and Production Management

Journal of Management in Engineering

Journal of Construction Engineering and Management

Built Environment Project and Asset Management

9. Academic Honesty

The University upholds the principles of honesty in all areas of academic work. We expect our students to carry out all academic activities honestly and in good faith. Please refer to the *Policy on Academic Honesty, Responsibility and Integrity* (<https://www.eduhk.hk/re/uploads/docs/000000000016336798924548BbN5>). Students should familiarize themselves with the Policy.

10. Others

Nil

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