

**Course Outline**

**Part I**

Course Title: Understanding Project Management

Course Code: GEH1027

Department: SSC

Credit Point: 3

Contact Hours: 39

Pre-requisite(s): GEE1001

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**Part II**

**Synopsis**

This course aims at providing students with the basic knowledge and skills in project management. 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 organisations. 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.

**Course Intended Learning Outcomes (CILOs)**

*Upon successful completion of this course, students should 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.

## CILOs, Content and Teaching & Learning Activities

Course Content	CILOs	Suggested Teaching & Learning Activities
Basic concepts of project and project management, including project definition and selection	<i>CILO<sub>1</sub></i>	Lecture, demonstration, group discussion, literature review
Project organization and management	<i>CILO<sub>2</sub></i>	Lecture, illustration, group discussion
Project planning methods, cost estimation techniques, and risk management tools	<i>CILO<sub>3</sub></i>	Lecture, demonstration, group discussion, case analysis, hands-on practice
Project monitoring methods and problem solving skills	<i>CILO<sub>4</sub></i>	Lecture, demonstration, case analysis, group discussion, hands-on practice
Use of a project management software	<i>CILO<sub>5</sub></i>	Group discussion, demonstration, case analysis, hands-on practice

## 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<sub>1, 2, 3, 5</sub></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<sub>1, 2, 3, 4, 5</sub></i>
c. Participation in other activities, which may be tests, discussion, self-directed study and/or others, assigned by the lecturer.	20	<i>CILO<sub>1, 2, 3, 4</sub></i>

## Required Text(s)

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

### **Recommended Readings**

1. Chapman, C & Ward, S 2003, Project Risk Management, 2nd edn, John Wiley & Sons, West Sussex.
2. Gido, J & Clements, JP 2006, Successful Project Management, 3rd edn, Thompson South-Western, Mason, OH.
3. Klastorin, T 2004, Project Management: Tools and Tradeoffs, John Wiley and Sons, New York.
4. Mantel, SJ, Meredith, JR, Shafer, SM & Sutton, MM 2008, Core Concepts: Project Management in Practice, 3rd edn, John Wiley and Sons, New York.
5. Meredith, J & Mantel, S 2009, Project Management: A Managerial Approach, 7th edn, John Wiley and Sons, New York.
6. Turner, JR 2009, The Handbook of Project Management, 3rd edn, McGraw-Hill, New York.
7. Wysocki, RK & McGary, R 2003, *Effective Project Management*, 3rd edn, Wiley Publishing, Inc., Indianapolis, IN.

### **Related Web Resources**

1. Project Management Institute (US-based)  
<http://www.pmi.org>
2. International Project Management Association (European-based)  
<http://www.ipma.ch/Pages/default.aspx>
3. Australian Institute of Project Management (Australian-based)  
<http://www.aipm.com.au/html/default.cfm>

### **Related Journals**

1. International Journal of Project Management
2. Project Management Journal
3. International Journal of Production Research
4. Journal of Technology Management in China
5. Industrial Management & Data Systems Information
6. International Journal of Operations and Production Management
7. Journal of Management in Engineering
8. Journal of Construction Engineering and Management
9. Built Environment Project and Asset Management

### **Others**

Nil