

**NEW ZEALAND INSTITUTES OF TECHNOLOGY AND POLYTECHNIC
QUALIFICATIONS IN INFORMATION & COMMUNICATIONS TECHNOLOGY**

PRESCRIPTION: AP380 PROJECT MANAGEMENT

AIM OF MODULE:	To enable students to plan and control a simple project using a project management computing application.
CREDITS:	5
STUDENT LEARNING HOURS:	50
CONTENT REVISED:	2001
PRESCRIPTION EXPIRY DATE:	November 2013

Level and Assessment Schedule

TOPICS	Highest Skill Level				Suggested Assessment Percentage
	R	C	A	P	
1. Plan Projects		*			30
2. Control Projects		*			30
3. Project Management Software			*		40
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					100
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LEARNING OUTCOMES

The student will:

- C 1 Understand the purpose of the project time line and how to plan simple project management tasks with finish/start relationships.
- C 2 Understand the purpose of the project time line and how to control simple project management tasks with finish start relationships.
- A 3 Understand the sequence of events in a project, and process simple project management tasks using project management software.

CONTENT

1. PLANNING PROJECTS

- Understand the project management process in relation to planning
- Outline how to break down projects into phases for planning purposes.
- Describe process management terms related to planning.
- Explain Gantt/PERT/CPM concepts
- List available Project Management software packages
- Plan and design a project for a simple situation

2. CONTROLLING PROJECTS

- Understand the project management process in relation to planning
- Outline how to breakdown projects into phases for control purposes
- Describe project management terms related to controlling.
- Explain project reporting and formal progress reviews as a means to control projects

3. PROJECT MANAGEMENT SOFTWARE

- Use a Project Management package to produce a simple project in accordance with the plan and design in section one, including:
 - A planned schedule showing critical path with tasks having finish/start relationships
 - Progress reports are made against the schedule, through the project cycle, representing the effects on time, resources and costs.