

BUS300 Unit Outline

Unit Code and Title: BUS300 PROJECT MANAGEMENT
Course(s): Bachelor of Professional Accounting
Core Unit: Yes
Credit Points: 10 credit points
Study Period: Year Three
AQF Level 7: One Quadmester
Study Load: Students should expect to spend approximately 130 hours on studying and completing assignments across the study period. This includes time spent attending scheduled weekly classes, Work Integrated Learning (WIL) activities (if any), undertaking private study, and preparing for assessments, and examinations.
Pre-Requisite: There are two prerequisites BUS100 Business Communication and BIS100 Introduction to Business Information Systems.
Mode(s) of Delivery: This unit will be delivered predominantly face-to-face and online via Learning Management System (Canvas)/Zoom with recordings available for later viewing. Where appropriate, assessments MUST be submitted to Turnitin for authentication checking

Unit Description:

This unit examines the principles, strategies and approaches that are used in project management. Project management requires the ability to integrate resources, finances, and people to achieve successful outcomes that meet the needs of clients and stakeholders. Effective project management skills and knowledge are key attributes essential for any graduate who aspires to a future in management. Students will understand the nuances of project management for implementing a range of projects and why projects have failed in the past. Learning will revolve around practical activities, insights from experienced guest speakers and case studies representing various industries.

Prescribed Textbook:

Larson, E., Gray, C. 2021. Project Management: The Managerial Process, 8th Edition, McGraw-Hill Publishers, Australia.

Unit Learning Outcomes (ULOs): On successful completion of this unit, students will be able to:

[ULO1] Demonstrate the capacity to evaluate and use project management tools and techniques to develop effective project plans.

[ULO2] Demonstrate and discuss project management skills: project definition; risk planning and management; task time and cost estimation; scheduling; monitoring; procurement; staffing; and project completion and closure.
[ULO3] Examine and evaluate the stages of a project lifecycle, the challenges faced by project managers during each of those stages and the tools and methods that can be used during the course of a project.
[ULO4] Develop and demonstrate strategies to support effective project teams able to meet project goals and objectives.
[ULO5] Define and discuss effective practices for monitoring project progress.

Assessment Requirements:

Assessment Type	Due	Weighting (% of total marks)
Assessment 1: Discussion Forum – On-Campus and Online	Week 1 to 8	10%
Assessment 2: Mid Quadmester Test – On Campus (Closed-book):	Week 5	15%
<p>Assessment 3: Project Proposal Report and Presentation:</p> <p>For this assessment you will need to prepare a detailed project proposal report based on the scenario provided by your lecturer. It is important that</p> <ul style="list-style-type: none"> • Your project title must be the same as the scenario provided by your lecturer. • Your project proposal includes broad project idea and outline, a more thorough review of the project content and modalities must be undertaken prior to starting the activities. • Your project Outcome, outputs and main activities MUST reflect new ideas and concepts and • Your project budget MUST match the activities. <p>Groups of three or four must provide a 6000 word written report with an individual reflective summary report of 1500 words from each group member. Variations of plus or minus 10% of word limitation are acceptable.</p>	Week 8	<p>25%</p> <p>(Report 20% plus presentation 5%)</p>
Assessment 4: Final examination (Closed Book). The 3 hours invigilated examination is conducted in the week 10 following the week 9 of study break and exam revision	Week 10	50%

Note: It is your responsibility as a student to regularly check the academic policy documents available on the school website and unit materials available on the Learning Management System (LMS). ***Failure to do so could lead to students taking a risk of failing to maintain satisfactory progress in the unit and completing the course on time. *A breach of academic integrity could lead to the imposition of penalties.**