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| ORIENTATION WEEKMSC PROJECT MANAGEMENT (FULL-TIME) |
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| **HEAD OF SCHOOL WELCOME**A warm welcome to all of you! You are now part of a friendly, supportive and diverse student community in the heart of London, a truly global city. Your course is based in the School of Applied Management a constituent part of Westminster Business School. The School prides itself on offering courses which combine rigorous academic study with a range of practical and evidence-based skills to enable you to operate effectively in a complex and rapidly changing world. We want to work with you to develop the expertise and confidence needed to build a rewarding career.Becoming a university student presents you with an exciting challenge and I urge you to make the most of your time with us and take advantage of everything that comes your way, in that way you will enhance your experience with us and add value to your future career. I wish you the very best at the start of your journey with Westminster. |
| **Jane Wright****Head of School of Applied Management** |

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| **Thursday 12th September 2019** |
| **Time** | **Event** | **Location** |
| 10:00 – 11:00 | **Enrolment** | **Marylebone Campus**35 Marylebone Road London NW1 5LS |
| **11:00 – 12:00** | **School Welcome** | **Hogg Lecture Theatre****Marylebone Campus** |
| **12:00 – 13:00** | **Introduction to the Course** | **M207****Marylebone Campus** |
| **13:00 – 14:00**  | **Social event/refreshments** ***Meet the Course teaching team and Student Ambassadors*** | **LA103****Marylebone Campus** |

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| **Friday 13th September 2019** |
| **Time** | **Event** | **Location** |
| 13:00 – 14:30 | **Introduction to Online Learning Resources** *This session will introduce you to Student Hub platform and Blackboard Ultra, our virtual learning environment. It is a key source of information for you about your timetable, your course, your modules, assessment and other activities.* | **Lab B16****Marylebone Campus** |
| **14:30 – 15:00**  | **Tour of the campus and library**  | **Meeting at entrance to Marylebone Campus Library** |

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| **Friday 20th September 2019****10:00 – 16:00: Arrivals Fair, Ambika P3 Marylebone Campus** |
| **Time** | **Event** | **Location** |
| **10:00 – 11:00**  | **The Project Management Profession** ***Introduction to professional bodies: Project Management Institute, Association of Project Management and Agile Business Consortium***  | **M303****Marylebone Campus** |
| **11:00 - 12:00**  | **Presentations from alumni** ***An opportunity to hear from recent graduates about their course experience and career journey*** | **M303****Marylebone Campus** |
| 12:00 – 14:00  | **Lunch and Social Event** *Meet with project management professionals, course team and fellow students* | **M212****Marylebone Campus** |

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| READING LISTErik W.Larson and Clifford F.Gray (2017), Project Management: The Managerial Process, 7th ed, McGraw-Hill education, ISBN 978-1259666094Kathrin Koster (2010), International Project Management, Sage Publications, ISBN978-1-4129-4620-9Managing Successful Projects with PRINCE2, TSO, 2009Yescombe, E.R. (2014), Principles of Project Finance, 2nd edition, Academic PressRalf Müller and J. Rodney Turner (2010), Project-Oriented Leadership, Gower, ISBN 978-0-566-08923-7Agile Business Consortium (2015). AgilePM Agile Project Management Handbook v2.APM Body of Knowledge, 6th edition 2012A Guide to the Project Management Body of Knowledge (PMBOK®), PMI, 5th edition, 2013Official project management profession websites: [www.pmi.org](http://www.pmi.org), [www.apm.org.uk](http://www.apm.org.uk), [www.agilebusiness.org](http://www.agilebusiness.org/) Note that there is no need to buy these books at this stage – they should be available from libraries and some will be provided.  |