

PROGRAMME SPECIFICATION

Course Record Information	
Name and level of final & intermediate Awards	MSc Project Management PG Diploma Project Management PG Certificate Project Management
Awarding Body	University of Westminster
Location of Delivery	Westminster Business School
Mode of Study	12 months full-time; 24 months part-time; 24 months block mode
UW Course Code	PIMFBIT
JACS Code	N213
QAA Subject Benchmarking Group	Business and Management
Professional Body Accreditation	None
Date of initial course approval/last review	2012
Date of Programme Specification	November 2011

Admissions Requirements

The course is open to graduates with a first or second class Honours degree from a British University or equivalent overseas qualification, in a course containing a significant engineering, science or business element. Extensive experience of working in business and industry may also be considered for applicants who do not meet the formal educational requirements.

Potential candidates will in most cases be interviewed and may be asked to write an essay to prove their analytical and discursive skills. Offers will be made depending on academic background, work experience, satisfactory references, clearly stated personal objectives of the applicant, and the outcome of an interview.

Candidates admitted to the course should have current experience in the use of computers, e-mail, and windows-based interfaces. Candidates will also be expected to have access to a computer connected to the Internet either at work or home. Additionally, all candidates are required to show competence in both written and spoken English as outlined below and may be asked to undertake English language courses prior to joining the course. Basic research skills will be required for the project as well as other taught modules.

International students will be required to have obtained one of the following (other equivalent English language qualifications may be accepted):

- GCSE or GCE O Level at grade C.
- British Council/Cambridge International English Language Testing Service (IELTS) minimum of 6.5 minimum overall score for the computer-based test is 250.

- Cambridge Proficiency Test in English grade C.

In addition to the above, the applicant's competence will be determined at the interview. One of the main considerations in admitting students to the course is evidence that they will benefit from the course and are likely to complete it satisfactorily.

Accreditation of Prior Learning (APL)

The University operates a system of awarding credit for prior learning. The Accreditation of Prior Learning (APL) is defined as the assessment of previously acquired learning (whether certificated or experiential learning) which matches the learning outcomes of a whole core or option module of the MSc Project Management. The term APL is used as a generic acronym to cover the accreditation of both experiential and certificated prior learning.

Students on the MSc Project Management who wish to apply for accreditation for prior learning must pass at least two core modules and the Project Management Project module at the University of Westminster. This means that credits awarded by other institutions, in appropriate subject areas, count towards the satisfaction of up to a limit of 80 credits for the MSc Project Management.

In all other aspects, the course complies with the standard University postgraduate regulations regarding accreditation and assessment

Aims of the course

The course aims to:

Provide a postgraduate programme in project management that has both a theoretical and practical nature.

Offer a range of knowledge and skills which will enable graduates to build on their first degree and/or work experience, as part of their personal development plan, to become professionals capable of managing projects in a wide variety of situations.

Produce graduates with the ability to critically analyse and understand the nature and context of projects using the appropriate project management tools and methods.

Develop the students' professional attitudes as well as their interpersonal and entrepreneurial skills, as expected by the leading project management professional bodies

Provide students with critical and evaluative perspectives of the theory and practice of project management and develop their capacity for independent and self-reflective learning, ensuring their future contribution to research and development.

Employment and Further Study Opportunities

Today's organisations need graduates with both good degrees and skills relevant to the workplace, i.e. employability skills. The University of Westminster is committed to developing employable graduates by ensuring that:

- Career development skills are embedded in all courses
- Opportunities for part-time work, placements and work-related learning activities are widely available to students
- Staff continue to widen and strengthen the University's links with employers in all sectors, involving them in curriculum design and encouraging their participation in other aspects of the University's career education and guidance provision
- Staff are provided with up-to-date data on labour market trends and employers' requirements which will inform the service delivered to students.

The course has been designed to produce 'hands on' professionals with a broad range of career possibilities in project management, either as project managers in their own right or as members of a Programme, Portfolio or Project Office. Graduates will be able to recognise the project management maturity of organizations and thus place themselves accordingly. Graduates are also expected to enhance their careers within organisations where they can also take on roles as project planners, risk managers, quality managers and estimators, either directing or managing projects. In addition, there is a large freelance contracting project management community which some graduates may aspire to join.

We expect that the majority of graduates in the sector will start their career as project team members in a variety of posts from project support office posts to project team management to project management, with a few, depending on their background, becoming programme managers.

The role of project manager is generic by nature, so most would work for one of the large UK or international government or non-government organizations as consultants or project managers. Those students who will wish to pursue further research into project management issues will be encouraged to do so, due to the mix of practical skills and research-like challenges the course offers.

The following sought after skills will become part of the students CV: PRINCE2, MSP, M_o_R, DSDM Atern, planning, scheduling, PMBOK (see Appendix 2 for an explanation of these and other project management terms).

Learning Outcomes

Learning outcomes are statements on what successful students have achieved as the result of learning. They are threshold statements of achievement and are linked to the knowledge, understanding and skills that a student will have gained on successfully completing a course.

Knowledge and Understanding

- LO1. Critically assess current practice in project management in the context of current scholarship;
- LO2. Critically discuss contemporary themes and principles of project and programme management;
- LO3. Critically assess the continual viability of the project management bodies of knowledge as defined by the main professional bodies;
- LO4. Demonstrate a critical awareness of current project, programme and portfolio issues and developments;

Specific Skills

- LO5. Plan, delegate, monitor and control a project;
- LO6. Align a project to programme and strategic objectives;
- LO7. Demonstrate project teamwork and leadership skills;
- LO8. Understand project finance and value contribution;

Key Transferable skills

- LO9. Evaluate the viability of a new project and its alignment to the strategic capability of the commissioning organization;
- LO10. Critically apply general project management skills to assess, direct, manage and deliver a project;
- LO11. Demonstrate creativity and innovative thinking in the assessing, managing, delegating, monitoring and controlling activities associated with project, risk, quality and change management;
- LO12. Critically evaluate their own work and the work of others in relation to project management reports and records.
- LO13. Demonstrate a profound competence in undertaking, successfully completing and evaluating a significant project.

Teaching, Learning and Assessment Methods

Each taught module includes a three-hour session per week consisting of lectures followed by tutorials/seminars. The lectures are in the form of a discussion while the seminars allow for workshops and other problem solving settings, ranging from individual to group tasks.

All lecture, seminar and additional reading or viewing material is online, accessible by all students and informed by active discussion boards.

Lectures are also supported

by guest speakers who offer practical or research based insights into the challenges of project management.

The course offers a balance between theory and practice, augmented by the peer to peer learning opportunities that arise from the expected diversity in terms of academic, cultural and professional experience within the student cohort.

In addition to the formally taught section of the course, students undertake a project, which is completed after the final examinations have taken place. Following a small number of scene-setting sessions, the project module has no formal class contact; instead, students will work with a supervisor on a one-to-one basis. Most modules are assessed through continual assessment and an exam, although there are some exceptions where modules are assessed solely by course work. All modules are supported by the university's electronic bulletin board where all lecture material and additional reading mater is deposited.

Each module uses a variety of learning styles such us peer to peer learning, action based learning, on line collaboration, case study based learning and problem based learning. Group work is encouraged as teamwork and team building are integral parts of project management. Where group work is assessed, the group need to keep a diary of contributions to allow for individual allocation of marks.

Course Structure

This section shows the core and option modules available as part of the course and their credit value. Full-time Postgraduate students study 180 credits per year and part-time students usually study 180 credits over two years.

The course comprises five core taught modules, two option taught modules and a project module, all designed to deliver a critical understanding of the Project Management Body of Knowledge, as this evolves.

The core modules are compulsory and must be taken by all students. They provide the foundation onto which the course is based and provide coverage of the Project Management Body of Knowledge.

Option modules allow students to explore less generic but influential project management aspects or applications. Although there are no restrictions in choosing any option module, the course leader who has responsibility for the academic programme of study of each student, must agree and sign off the selection made by each student.

In addition to the core and option modules, students will be given the opportunity to attend a five-day in-house intensive course leading to the PRINCE2 Foundation and Practitioner certificates, as defined by the Association of Project Management Group (APMG).

Credit Level 7

<u>Code</u>	<u>Title</u>	<u>Status</u>	<u>Value</u>
BPMA701	Project Management Foundations	Core	20
BPMA702	Project Management in Practice	Core	20
BPMA703	Programme and Strategic Management	Core	20
BPMA704	Management of Risk and Scheduling	Core	20
BPMA706	Project Finance and Procurement	Core	20
BPMA799	Project Management Project	Core	60
BPMA705	Project Management for IT	Option	20
BPMA707	Managing International Projects	Option	20
	or an approved 20 credit free elective	Option	20

NB: Not all option or elective modules will necessarily be offered in any one year.

Award requirements

MSc Project Management

All taught core modules plus the project module plus one option/elective module

PG Diploma Project Management

All taught core modules plus one option/elective module

PG Certificate Project Management

Either three taught core modules or two taught core modules plus one option/elective module

Support for Students

On arrival, an induction programme will introduce students to the staff responsible for the course, the campus on which they will be studying, the Library and IT facilities and to the School Registry. Students will be provided with the Course Handbook, which provides detailed information about the course. Students are allocated a personal tutor who can provide advice and guidance on academic matters.

Learning support includes the Library which, across its four sites, holds print collections of 356,000 printed books, 29,000 print and e-journals, over 45,000 electronic resources (databases, e-journals, e-books). Access to all resources is facilitated through Library Search, a new online service.

There are over 3,500 computers spread over the four University campuses available for students use. The University uses a Virtual Learning Environment called Blackboard where students can access course materials and communicate with staff and other students via message boards.

At University level, Services for Students provide advice and guidance on accommodation, financial and legal matters, personal counselling, health and disability issues, careers and the chaplaincy providing multi-faith guidance. The International Office provides particular support for international students. The University of Westminster Students' Union also provides a range of facilities to support all students during their time at the University.

Reference Points for the course

Internally

University of Westminster Academic Regulations Handbook 2011

University of Westminster Framework for Postgraduate courses

Externally

The course is informed by the Project Management Body of Knowledge and the relevant QAA Business and Management descriptors.

Quality Management and Enhancement

Course Management

The MSc Project Management is taught by staff at the Westminster Business School. The Westminster Business School is an Approved Training Organization for PRINCE2 courses.

The Business Information Management and Operations Department of the Westminster Business School is responsible for the course. The Head of the Department is David Barnes. The Course Leader is Nicholas Lambrou.

The course team comprises the Course Leader, all lecturers that teach on the course (the Module Leaders) as well as course advisors. This group is responsible for the planning, management and delivery of the course.

Course approval, monitoring and review

The course was initially approved by a University Validation Panel in 2011. The Panel included internal peers from the University and external subject specialists from academia and industry to ensure the comparability of the course to those offered in other Universities and the relevance to employers. Periodic Course Review helps to ensure that the curriculum is up-to-date and that the skills gained on the course continue to be relevant to employers.

The course is monitored each year by the School to ensure it is running effectively and that issues which might affect the student experience have been appropriately addressed. Staff will consider evidence about the course, including the outcomes from each Course Committee, evidence of student progression and achievement and the reports from External Examiners, to evaluate the effectiveness of the course. The Annual Monitoring Sub-Committee considers the School action plans resulting from this process and the outcomes are reported to the Academic Council, which has overall responsibility for the maintenance of quality and standards in the University.

Student involvement in Quality Assurance and Enhancement

Student feedback is important to the University and student views are taken seriously. Student feedback is gathered in a variety of ways. The most formal mechanism for feedback on the course is the Course Committee. Student representatives will be elected to sit on the Committee to represent the views of their peer group in various discussions. The University and the Students' Union work together to provide a full induction to the role of the Course Committee.

All students are invited to complete a Module Feedback Questionnaire before the end of each module. The feedback from this will inform the Module Leader on the effectiveness of the module and highlight areas that could be enhanced. The University also has an annual Student Experience Survey which elicits feedback from students about their course and University experience.

Students meet with Review Panels when the periodic review of the course is conducted to provide oral feedback on their experience on the course. Student feedback from Course Committees are part of the Schools quality assurance evidence base.

For more information about this course please contact the Course Leader Nicholas Lambrou (lambrox@wmin.ac.uk) or search the university website for the course.

Please note – This programme specification provides a concise summary of the main features of the course and the learning outcomes that a student might reasonably be expected to achieve and demonstrate if s/he takes full advantage of the learning opportunities that are provided. This specification should be read in conjunction with the Course Handbook provided to students and Module Handbooks which provide more detailed information on the specific learning outcomes, content, teaching, learning and assessment methods for each module.
