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PROGRAMME SPECIFICATION

Course record information

Name and level of final award	MSc Project Management
	The MSc Project Management is a Masters degree that is Bologna FQ-EHEA second cycle degree or diploma compatible.
Name and level of intermediate awards	Postgraduate Diploma Project Management
	Postgraduate Certificate Project
	Management
Awarding body/institution	University of Westminster
Teaching Institution	University of Westminster
Status of awarding body/institution	Recognised Body
Location of delivery	Westminster Business School
Language of delivery and assessment	English
Mode, length of study and normal starting month	12 months full-time; 24 months part-time; September intake
QAA subject benchmarking group(s)	Business and Management
Professional statutory or regulatory body	Association of Project Management (APM)
	Project Management Institute (PMI)
Date of course validation/Revalidation	2012
Date of programme specification approval	July 2019
Valid for cohorts	2019/20
Course Leader	Nadia Amin
Course URL	westminster.ac.uk/courses/postgraduate
Westminster course code	PMBSM07F (FT) PMBSM07P (PT)
HECoS code	100812
UKPASS code	

Admissions requirements

There are standard minimum entry requirements for all postgraduate courses. Students are advised to check the standard requirements for the most up-to-date information.

For most courses a decision will be made on the basis of your application form alone. However, for some courses the selection process may include an interview to demonstrate your strengths in addition to any formal entry requirements.

More information can be found here: westminster.ac.uk/courses/postgraduate/how-to-apply

Recognition of Prior Learning

Applicants with prior certificated or experiential learning at the same level of the qualification for which they wish to apply are advised to visit the following page for further information: westminster.ac.uk/recognition-of-prior-certified-learning.

Aims of the course

Our mission is to shape the future of the professional life of our graduates by offering a programme that is diverse and vibrant in an inspirational learning environment that embeds internationalisation, employability and professionalism in all aspects of its delivery.

In order to achieve this mission, the MSc Project Management course has been designed 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 ethical and sustainable research and development.

Employment and further study opportunities

The course is accredited by the Association for Project Management (APM), the chartered body for the project profession. Students on the course are entitled to a free annual membership of APM. The membership benefits include access to project management knowledge resources, journals, networking opportunities at APM events and preferential rates on APM qualifications. The course also has gained an accreditation from the Project Management Institute (PMI) giving the course a global

recognition. Students will be able to access PMI professional development resources such as online courses, career seminars and network with project professionals during PMI events, some are regularly hosted at this university.

The university is a life-time member of the Agile Business Consortium (ABC) giving all students an opportunity to connect with the agile community. Students benefit from free access to real-world agile knowledge and member-only events for free and discounts to resources and events.

While on the course, students are offered an opportunity to attain the one of the sought-after professional certificates in either PRINCE2 or AgilePM. In addition, industry standard methods like Managing Successful Programmes (MSP), Management of Risk (M_o_R), PMBOK and others (see Appendix for an explanation of these and other project management terms) inform the course delivery.

The course is taught by lecturers who are also professional trainers.

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 through a range of tools and university's career and employability service
- 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 recognize 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 in the UK and the vibrant global project management market.

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.

Students who wish to move on to a PhD can use the project module as a vehicle to start their research.

Course learning outcomes

Learning outcomes are statements on what successful students have achieved as the result of learning. These 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 (KU)

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 (SS)

LO5. Plan, delegate, monitor and control a project;

LO6. Align a project to a programme and strategic objectives;

LO7. Demonstrate project teamwork and leadership skills;

LO8. Understand project finance and value contribution;

Key transferable skills (KTS)

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.

Learning, teaching and assessment methods

Learning: Each module uses a variety of learning styles such us peer to peer learning, action-based learning, online collaboration, case study-based learning, problem-based and blended 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. Increasingly, and as these become available, simulations are used to make the knowledge more practical.

We use a blended-learning approach which combines traditional teaching methods with the use of on-line resources such as videos, online tests and collaborative tools to improve learning experience in the class and also after the class. The course uses a Virtual Learning Environment (VLE) (Blackboard) as platform through which learning material can be accessed 24/7 and communication between staff and students occurs.

The learning environment goes beyond the relatively small number of contact teaching hours. Students are expected to surf the Internet and visit the library facilities to read on project management issues and to keep up with current research on the subject. As projects are ubiquitous, students should be reading the current press to keep up to date with large and small projects that are in progress or have recently been completed.

Students should also take advantage of our London location to visit project management events and conferences organized by such organisations as, for example, the Agile Business Consortium, of which the University is a permanent member, or the Association for Project Management, which is the UK chartered body for project management and who have accredited the course itself, or the UK chapter of the Project Management Institute with which the teaching team has many links. Once the teaching ends, the learning environment changes as the student undertakes a project of their own choice and work on it under the guidance of a personal supervisor. The student-supervisor relationship is complex, and its value depends a lot on the student's input.

During the design of the modules we have consider the learning experience and selected a range of learning styles to ensure we are inclusive and provide an opportunity to also develop employability skills.

Teaching: 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 university supports the recording of lectures, giving students an opportunity to access recordings online, thus helping to enhance the learning experience on the course.

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.

During the design of the modules we have consider the teaching experience and selected a range of teaching styles/technologies to ensure an inclusive experience.

Assessment: Most modules are assessed through continual assessment and an exam/ICT, although there are some exceptions where modules are assessed solely by course work. All modules are supported by the university's Blackboard system where all lecture material and additional reading material is deposited.

Assessments perform a multiple role in this course and help us keep a balance between the theoretical demands of a master level course and the practical demands of the professional bodies and employability concerns.

The course incorporates formative assessments which student must complete as it provides useful feedback on which one can reflect on individual progress and act on the feedback to prepare for the assessments that count. Formative assessments are essential as they help to identify ways in which a student can improve. The format of formative assessment delivery varies in each module and due to the nature of the course the formative assessment is integrated within the module and activities such as feedback often take place within seminars.

Summative assessments will measure student's learning and achievement. Students will be assessed on the learning outcomes of the course through different categories of assessments, such as coursework in the form of reports, presentations, case studies, time-constrained in-class tests and exams. Weightings for each assessment element will vary to reflect the nature and master level of the module. The variety of assessments prepare the students for a) the professional body examinations, such as those required by the Association of Project Management, The Project Management Institute and the UK government's best practice portfolio; b) the workplace environment where team work and team leadership is important and c) the theoretical underpinnings which will place the profession's tools and techniques into context and which may lead to a PhD if the student feels inclined to pursue one.

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 research methods sessions, students will work with a supervisor on a one-to-one basis.

While we design assessment, we also consider the roles and activities that a project manager may have to complete to ensure our assessments are both academic but linked to professional practice and preparing students for future employment in project management.

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, three option taught modules, of which students can choose one, 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. Students are allowed to pick a 'free elective' module from anywhere in the university if they find one that suits them better than the option modules

listed here. Although there are no restrictions in choosing a free elective 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 either the PRINCE2 Foundation and Practitioner certificates or the AgilePM certificates.

To be eligible for the MSc, students have to take and pass six of the taught modules shown in the table below and the project.

Project Management MSc Module Bank All Modules are at Credit Level 7				
Module code	**Module title**	**Status**	**UK credit**	**ECTS**
7PJMN007W	Project Management Foundations	Core	20	10
7PJMN008W	Project Management in Practice	Core	20	10
7PJMN018W	Agile Project Management	Core	20	10
7PJMN003W	Programme & Strategic Management	Core	20	10
7PJMN004W	Project Finance and Procurement	Core	20	10
7PJMN009W	Project Management Project	Core	60	30
One Option or Elective from the following list				
7PJMN019W	Risk Management for Complex Projects	Option	20	10
7PJMN002W	Managing International Projects	Option	20	10
7CNMN008W	Developing Effective Project Teams	Option	20	10
	One elective module, subject to the approval of the course leader	Elective	20	10

Please note: Not all option modules will necessarily be offered in any one year. In addition, timetabling and limited spaces may mean you cannot do your first choice of modules.

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 or four taught core modules and the project.

PG Certificate Project Management

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

module

Academic regulations

The current Handbook of Academic Regulations is available at
westminster.ac.uk/academic-regulations

Professional Body Accreditation or other external references
The course is accredited by the Association for Project Management (APM), the chartered body for the project profession. The students on the course gain free student membership of the professional body, giving them access to a knowledge-based within the sector and also access to a series of lectures/personal development workshops.

How will you be supported in your studies?

Course Management

The MSc Project Management is taught by staff at the Westminster Business School of Applied Management. The Westminster Business School is an Approved Training Organisation for professional short courses such as PRINCE2, AgilePM, M_o_R and MSP. The School of Applied Management of the Westminster Business School is responsible for the course. The Head of the School is Jane Wright. The Course Leader is Nadia Amin.

The course team comprises the Course Leader, all lecturers who 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.

Academic Support

Upon arrival, an induction programme will introduce you to the staff responsible for the course, the campus on which you will be studying, the Library and IT facilities, additional support available and to your Campus Registry. You will be provided with the Course Handbook, which provides detailed information about the course. Each course has a course leader or Director of Studies. All students enrolled on a full-time course and part time students registered for more than 60 credits a year have a personal tutor, who provides advice and guidance on academic matters. The University uses a Virtual Learning Environment called Blackboard where students access their course materials and can communicate and collaborate with staff and other students. Further information on Blackboard can be found at westminster.ac.uk/blackboard.

Learning Support

The Academic Learning Development Centre supports students in developing the skills required for higher education. As well as online resources in Blackboard, students have the opportunity to attend Study Skills workshops and one to one appointments. Further information on the Academic Learning Development Centre can be found at westminster.ac.uk/academic-learning-development.

Learning support includes four libraries, each holding a collection of resources related to the subjects taught at that site. Students[1] can search the entire library collection online through

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[1] Students enrolled at Collaborative partners may have differing access due to licence agreements.

the Library Search service to find and reserve printed books, and access electronic resources (databases, e-journals, e-books). Students can choose to study in the libraries, which have areas for silent and group study, desktop computers, laptops for loan, photocopying and printing services. They can also choose from several computer rooms at each campus where desktop computers are available with the general and specialist software that supports the courses taught at their College. Students can also securely connect their own laptops and mobile devices to the University wireless network.

Support Services

The University of Westminster Student and Academic Services department provide advice and guidance on accommodation, financial and legal matters, personal counselling, health and disability issues, careers, specialist advice for international students and the chaplaincy providing multi-faith guidance. Further information on the advice available to students can be found at westminster.ac.uk/student-advice. The University of Westminster Students' Union also provides a range of facilities to support students during their time at the University. Further information on UWSU can be found at westminster.ac.uk/students-union.

How do we ensure the quality of our courses and continuous improvement?

The course was initially approved by a University Validation Panel in 2011 and revalidated in 2019. The panel included internal peers from the University, academic(s) from another university and a representative from industry. This helps to ensure the comparability of the course to those offered in other universities and the relevance to employers.

The course is also monitored each year by the College 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 evidence of student achievement, reports from external examiners in order to evaluate the effectiveness of the course.

A Course revalidation takes place periodically to ensure that the curriculum is up-to-date and that the skills gained on the course continue to be relevant to employers. Students meet with Revalidation panels to provide feedback on their experiences. Student feedback from previous years is also part of the evidence used to assess how the course has been running.

How do we act on student feedback?

Student feedback is important to the University and student views are taken seriously. Student feedback is gathered in a variety of ways.

- Through student engagement activities at Course/Module level, students have the opportunity to express their voice in the running of their course. Student representatives are elected to expressly represent the views of their peers. The University and the Students' Union work together to provide a full induction to the role of the student representatives.

- There are also School Staff Student Exchange meetings that enable wider discussions across the School. Student representatives are also represented on key College and University committees.

- All students are invited to complete a 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 Postgraduate Taught Experience Survey or PTES which helps us compare how we are doing with other institutions, to make changes that will improve what we do in future and to keep doing the things that you value.

Appendix

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