

MGMT90128 Project Management

Credit Points:	12.50
Level:	9 (Graduate/Postgraduate)
Dates & Locations:	This subject is not offered in 2014.
Time Commitment:	Contact Hours: Total 24 hours (6 Hours over 4 Days) Total Time Commitment: Not available
Prerequisites:	Must be enrolled in the Executive Master of Arts program
Corequisites:	None
Recommended Background Knowledge:	None
Non Allowed Subjects:	None
Core Participation Requirements:	For the purposes of considering request for Reasonable Adjustments under the disability Standards for Education (Cwth 2005), and Students Experiencing Academic Disadvantage Policy, academic requirements for this subject are articulated in the Subject Description, Subject Objectives, Generic Skills and Assessment Requirements of this entry. The University is dedicated to provide support to those with special requirements. Further details on the disability support scheme can be found at the Disability Liaison Unit website: http://www.services.unimelb.edu.au/disability/
Contact:	Office of Graduate Studies, Faculty of Arts Email: arts-gradstudies@unimelb.edu.au (mailto:arts-gradstudies@unimelb.edu.au)
Subject Overview:	This subject will equip students with the skills and background information to successfully complete either the professional Internship with an external organisation or the Capstone Group Project for an external organisation. Using the PRINCE2 methodology (Projects IN Controlled Environments), an approach to project management that is used widely in the public sector, students will learn how to develop a project, a business plan, and timelines; how to manage stakeholders and risks; and how to communicate project results. Finally, students will develop a career plan and a CV that profiles the knowledge, skills and insights that have been acquired during the course of their university study, and in particular, during their EMA degree.
Learning Outcomes:	Consistent with the overarching objectives of the EMA, students who complete this subject will: <ul style="list-style-type: none"> •Be prepared to work effectively in a professional environment. •Have applied and extended knowledge obtained through prior completion of EMA subjects in a professional setting. •Have developed an understanding of why projects might succeed or fail. •Have acquired project management skills. •Have acquired skills in using the PRINCE2 methodology for project management. •Have acquired skills in using spreadsheets and other tools to assist project planning.
Assessment:	1. In-class assessments (according to topics) equivalent to 1000 words, worth 20 percent of the final result, completed in weeks 2 and 3 of the subject.2. A project proposal developed using the PRINCE methodology, equivalent to 1500 words, worth 30 percent of the final result, due within one week of the conclusion of the subject.3. A project management plan developed using the PRINCE methodology, equivalent to 2500 words, worth 50 percent of the final result, due within four weeks of the conclusion of the subject. Assessment Extension Policy and Special Consideration If circumstances beyond your control have severely hindered your ability to complete assessed work, you can ask for an extension of the due date for that work. The marks you receive will not be raised to take account of your difficulties. Assessed work is graded 'on merit'. How you ask for an extension depends on the length of time for which your work is delayed: A. Permission from the subject coordinator of the subject you are studying For extensions of up to 10 days, you must seek approval from the coordinator of the subject.

	<p>Except in unusual circumstances, you must speak to him or her before the due date for the work and provide an extension form, which can be downloaded here. These forms should be filled in and given to the subject coordinator before the submission date. Extensions will not be granted after the due date has passed. An individual extension request must be made to each subject coordinator. B. Special Consideration For extensions longer than 10 days you must apply for Special Consideration from the Faculty of Arts. This applies to work affected by circumstances that are: Unavoidable Unforeseen, Outside your control Not primarily your fault If your circumstances fit this pattern you should apply for Special Consideration through the Student Portal. You will have to provide documentation to back your request. Details about this documentation, and further details about the process are given on the Student Portal and at the Faculty of Arts Special Consideration webpage. The Faculty will then will tell subject coordinators by email of the outcomes of your application for special consideration. In severe cases affecting multiple subjects, it is also advisable to contact the EMA Course Coordinator.</p>
Prescribed Texts:	A subject reader will be available.
Breadth Options:	This subject is not available as a breadth subject.
Fees Information:	Subject EFTSL, Level, Discipline & Census Date, http://enrolment.unimelb.edu.au/fees
Generic Skills:	<ul style="list-style-type: none"> ·Be prepared to work effectively in a professional environment. ·Have applied and extended knowledge obtained through prior completion of EMA subjects in a professional setting. ·Have learned to work autonomously on a range of tasks in a professional setting.
Links to further information:	http://graduate.arts.unimelb.edu.au/
Related Majors/Minors/ Specialisations:	<p>100 point program - full time over 12 months 150 point program - full time over 18 months 200 point program - full time over 18 months 200 point program - full time over 24 months</p>