

## CLRS90012 Managing Projects and Teams

<b>Credit Points:</b>	12.5
<b>Level:</b>	9 (Graduate/Postgraduate)
<b>Dates &amp; Locations:</b>	<p>2015, Parkville This subject commences in the following study period/s: May, Parkville - Taught on campus.</p> <p>2015, Hawthorn This subject commences in the following study period/s: Semester 1, Hawthorn - Taught on campus.</p>
<b>Time Commitment:</b>	Contact Hours: 48 hours (4 intensive day block) Total Time Commitment: 170 hours per 12.5 credit point subject.
<b>Prerequisites:</b>	To enrol in this subject, you must be admitted in either N28AA, N12AA, N34AA or N01AA. This subject is not available for students admitted in any other courses.
<b>Corequisites:</b>	nil
<b>Recommended Background Knowledge:</b>	nil
<b>Non Allowed Subjects:</b>	nil
<b>Core Participation Requirements:</b>	For the purposes of considering requests for Reasonable Adjustments under the Disability Standards for Education (Commonwealth 2005), and Students Experiencing Academic Disadvantage Policy, academic requirements for this course are articulated in the Course Overview, Objectives and Generic Skills sections of this entry. It is University policy to take all reasonable steps to minimise the impact of disability upon academic study, and reasonable adjustments will be made to enhance a student's participation in the University's programs. Students who feel their disability may impact on meeting the requirements of this course are encouraged to discuss this matter with a Faculty Student Adviser and the Disability Liaison Unit: <a href="http://www.services.unimelb.edu.au/disability/">http://www.services.unimelb.edu.au/disability/</a>
<b>Coordinator:</b>	Assoc Prof Steve Farish
<b>Contact:</b>	<p>School of Melbourne Custom Programs Level 3, 442 Auburn Rd Hawthorn VIC 3122 Program Coordinator - Kathy Griffiths Phone - (03) 9810 3174 Email: <a href="mailto:clinicalresearch@commercial.unimelb.edu.au">clinicalresearch@commercial.unimelb.edu.au</a> (<a href="mailto:clinical.research@commercial.unimelb.edu.au">mailto:clinical.research@commercial.unimelb.edu.au</a>)</p>
<b>Subject Overview:</b>	Effective management is essential to delivering projects that run on time and on budget and involves managing all resources available to maximise results from the available resources. It is the skill of directing the complex and often problematic interaction of people and events that occur during a research project. Few projects run smoothly, and unforeseen problems are common but rarely fatal to research activities. Good planning and appropriate responses to these problems can overcome what seem like enormous obstacles, as well as the common pitfalls that can catch out even the most experienced researchers and managers.
<b>Learning Outcomes:</b>	<p>Topics covered include:</p> <ul style="list-style-type: none"> <li># Designing, planning and managing projects</li> </ul>

	<ul style="list-style-type: none"> <li># Resource management, including insourcing and outsourcing</li> <li># Project budget management</li> <li># Delivering outcomes</li> <li># Common pitfalls to successful trial implementation</li> <li># Running clinical trial, analysing and interpreting data</li> <li># Complying with regulations</li> <li># Key stakeholder management and reporting</li> <li># Managing project teams</li> <li># Team work styles</li> <li># Managing and rewarding team performance</li> <li># Managing conflict</li> </ul>
<b>Assessment:</b>	Two assignments totalling 4000 words (100 per cent).
<b>Prescribed Texts:</b>	Students will be provided with articles and references that support the teaching program as part of their course materials
<b>Breadth Options:</b>	This subject is not available as a breadth subject.
<b>Fees Information:</b>	Subject EFTSL, Level, Discipline & Census Date, <a href="http://enrolment.unimelb.edu.au/fees">http://enrolment.unimelb.edu.au/fees</a>
<b>Generic Skills:</b>	<p>Students who successfully complete this subject will be able to:</p> <ul style="list-style-type: none"> <li># Develop project plans for clinical trials that are focussed on delivering outcomes</li> <li># Understand the issues around resource management and how to plan the most effective use of resources available</li> <li># Understand the requirements for managing budgets over the life of the project</li> <li># Develop strategies for key stakeholder management and reporting</li> <li># Use the best approaches to analysing and interpreting data</li> <li># Identify potential pitfalls to successful trial implementation</li> <li># Understand different work styles and preferences and how to use this knowledge to create high performing teams</li> <li># Develop and implement processes for performance management</li> </ul>
<b>Links to further information:</b>	<a href="http://www.commercial.unimelb.edu.au/courses">http://www.commercial.unimelb.edu.au/courses</a>
<b>Related Course(s):</b>	Graduate Certificate in Clinical Research Graduate Diploma in Clinical Research Master of Clinical Research Professional Certificate in Clinical Research