

## In Progress

Please note that this Unit Profile is still in progress. The content below is subject to change.



# PPMP20008 *Initiating and Planning Projects*

## Term 2 - 2022

Profile information current as at 18/05/2022 07:29 am

All details in this unit profile for PPMP20008 have been officially approved by CQU University and represent a learning partnership between the University and you (our student). The information will not be changed unless absolutely necessary and any change will be clearly indicated by an approved correction included in the profile.

## General Information

### Overview

The Initiating and Planning Project unit will equip you with the knowledge and skills required to effectively initiate and plan projects in challenging environments. You will study different standards, frameworks and practices with the opportunity to apply these by utilising relevant tools and techniques to enhance project initiation and planning. On successful completion, you will have prepared a range of project management artifacts that underpin effective initiation and planning of projects.

### Details

Career Level: *Postgraduate*

Unit Level: *Level 8*

Credit Points: 6

Student Contribution Band: 10

Fraction of Full-Time Student Load: 0.125

### Pre-requisites or Co-requisites

There are no requisites for this unit.

Important note: Students enrolled in a subsequent unit who failed their pre-requisite unit, should drop the subsequent unit before the census date or within 10 working days of Fail grade notification. Students who do not drop the unit in this timeframe cannot later drop the unit without academic and financial liability. See details in the [Assessment Policy and Procedure \(Higher Education Coursework\)](#).

### Offerings For Term 2 - 2022

- Brisbane
- Melbourne
- Online
- Perth
- Sydney

### Attendance Requirements

All on-campus students are expected to attend scheduled classes – in some units, these classes are identified as a mandatory (pass/fail) component and attendance is compulsory. International students, on a student visa, must maintain a full time study load and meet both attendance and academic progress requirements in each study period (satisfactory attendance for International students is defined as maintaining at least an 80% attendance record).

### Website

[This unit has a website, within the Moodle system, which is available two weeks before the start of term. It is important that you visit your Moodle site throughout the term. Please visit Moodle for more information.](#)

## Class and Assessment Overview

### Recommended Student Time Commitment

Each 6-credit Postgraduate unit at CQUniversity requires an overall time commitment of an average of 12.5 hours of study per week, making a total of 150 hours for the unit.

### Class Timetable

#### [Regional Campuses](#)

Bundaberg, Cairns, Emerald, Gladstone, Mackay, Rockhampton, Townsville

#### [Metropolitan Campuses](#)

Adelaide, Brisbane, Melbourne, Perth, Sydney

### Assessment Overview

#### 1. **Online Quiz(zes)**

Weighting: 20%

#### 2. **Written Assessment**

Weighting: 50%

#### 3. **Reflective Practice Assignment**

Weighting: 30%

### Assessment Grading

This is a graded unit: your overall grade will be calculated from the marks or grades for each assessment task, based on the relative weightings shown in the table above. You must obtain an overall mark for the unit of at least 50%, or an overall grade of 'pass' in order to pass the unit. If any 'pass/fail' tasks are shown in the table above they must also be completed successfully ('pass' grade). You must also meet any minimum mark requirements specified for a particular assessment task, as detailed in the 'assessment task' section (note that in some instances, the minimum mark for a task may be greater than 50%). Consult the [University's Grades and Results Policy](#) for more details of interim results and final grades.

## CQUniversity Policies

**All University policies are available on the [CQUniversity Policy site](#).**

You may wish to view these policies:

- Grades and Results Policy
- Assessment Policy and Procedure (Higher Education Coursework)
- Review of Grade Procedure
- Student Academic Integrity Policy and Procedure
- Monitoring Academic Progress (MAP) Policy and Procedure – Domestic Students
- Monitoring Academic Progress (MAP) Policy and Procedure – International Students
- Student Refund and Credit Balance Policy and Procedure
- Student Feedback – Compliments and Complaints Policy and Procedure
- Information and Communications Technology Acceptable Use Policy and Procedure

This list is not an exhaustive list of all University policies. The full list of University policies are available on the [CQUniversity Policy site](#).

## Previous Student Feedback

### Feedback, Recommendations and Responses

Every unit is reviewed for enhancement each year. At the most recent review, the following staff and student feedback items were identified and recommendations were made.

#### Feedback from SUTE survey

**Feedback**

This unit really provides critical aspects of project initiation and planning. The assessments are designed in a way that helps students in obtaining practical knowledge and skills in project management.

**Recommendation**

Continue to create authentic and practical case studies and scenarios for assessments. Review unit material and check the suitability of its content to the new revision of the textbook (PMBOK) that has been released in mid-2021.

#### Feedback from SUTE survey

**Feedback**

The Mentimeter quizzes and games being conducted at the end of lectures provide a better understanding of the subjects.

**Recommendation**

Mentimeter quizzes and presentations run at the end of lectures weeks 3, 4, 9 and 11. Work with the teaching team to expand its use across more lectures and perhaps tutorials.

#### Feedback from SUTE survey

**Feedback**

The assignments are designed and were based on real-time project scenarios, which is a good aspect of the unit. It would have been great to receive more guidance for Assessment 2.

**Recommendation**

Review the assignments instructions and provide more clarity to the students' tasks. Run weekly drop-in sessions so students can ask and clarify their questions about assignment tasks.

## Unit Learning Outcomes

### On successful completion of this unit, you will be able to:

1. Analyse the underlying project need and justification
2. Apply contemporary techniques to identify and analyse stakeholders
3. Analyse, define and effectively decompose project scope
4. Apply appropriate project estimation techniques
5. Critically analyse and define actions to address project uncertainty.

This unit will satisfy one of the requirements for Australian Computer Society (ACS) accreditation in the postgraduate ICT courses.

The unit contributes to the required number of academic study units for students wishing to undertake profession certification with the Project Management Institute's (PMI) professional qualifications, such as CAPM or PMP.

The ACS recognises the Skills Framework for the Information Age (SFIA). SFIA is in use in over 100 countries and provides a widely used and consistent definition of ICT skills. SFIA is increasingly being used when developing job descriptions and role profiles. ACS members can use the tool MySFIA to build a skills profile at

<https://www.acs.org.au/professionalrecognition/mysfia-b2c.html>

This unit contributes to the following workplace skills codes as defined by SFIA:

- Business Analysis (BUAN),
- Project Management (PRMG),
- Stakeholder Relationship Management (RLMT),
- Systems Integration (SINT),
- Change Management (CHMG),
- Release and Deployment (RELM),
- IT Operations (ITOP),
- Problem Management (PBMG).

## Alignment of Learning Outcomes, Assessment and Graduate Attributes



### Alignment of Assessment Tasks to Learning Outcomes

Assessment Tasks	Learning Outcomes				
	1	2	3	4	5
1 - Online Quiz(zes) - 20%	•	•	•		
2 - Written Assessment - 50%	•	•	•	•	•
3 - Reflective Practice Assignment - 30%				•	•

### Alignment of Graduate Attributes to Learning Outcomes

Graduate Attributes	Learning Outcomes				
	1	2	3	4	5
1 - Knowledge	○	○	○	○	○
2 - Communication	○	○	○	○	○

Graduate Attributes	Learning Outcomes				
	1	2	3	4	5
3 - Cognitive, technical and creative skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4 - Research	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5 - Self-management	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>
6 - Ethical and Professional Responsibility	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7 - Leadership					<input type="checkbox"/>
8 - Aboriginal and Torres Strait Islander Cultures					

### Alignment of Assessment Tasks to Graduate Attributes

Assessment Tasks	Graduate Attributes							
	1	2	3	4	5	6	7	8
1 - Online Quiz(zes) - 20%	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
2 - Written Assessment - 50%	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
3 - Reflective Practice Assignment - 30%	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			

## Textbooks and Resources

### Textbooks

PPMP20008

#### Prescribed

##### **A guide to project management body of knowledge (PMBOK guide)**

Edition: 6th edn. (2017)

Authors: Project management institute (PMI)

Project Management Institute (PMI)

ISBN: 978 9781628251845

Binding: eBook

PPMP20008

#### Prescribed

##### **Managing successful projects with PRINCE2**

Edition: 2017 edn (2017)

Authors: ACELOS Limited

London TSO

ISBN: 9780113315345

Binding: eBook

PPMP20008

#### Supplementary

##### **A guide to project management body of knowledge (PMBOK guide)**

7th Edition (2021)

Authors: Project management institute (PMI)

Project Management Institute (PMI)

ISBN: 9781628256642

Binding: eBook

### IT Resources

#### **You will need access to the following IT resources:**

- CQUniversity Student Email
- Internet
- Unit Website (Moodle)
- Project management software such as MS Project

## Academic Integrity Statement

Information for Academic Integrity Statement has not been released yet.

This unit profile has not yet been finalised.