



PPMP20009 Project Management Methodologies

Term 1 - 2018

Profile information current as at 17/05/2022 02:12 pm

All details in this unit profile for PPMP20009 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

Project Management Methodologies will develop your skills in core project management theories and principles. You will be required to apply these skills in the context of the project life cycle. You will discover the evolving nature of project management knowledge and explore its influence upon project management by professional bodies, industry and governments. You will be presented with examples that highlight the benefits of project and enterprise methodologies and illustrate the key project outputs and outcomes. Project management industry practice standards and frameworks are used to illustrate how project success criteria is aligned to the scope, time, resource, quality and cost measurement across different project domains.

Details

Career Level: *Postgraduate*

Unit Level: *Level 9*

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 1 - 2018

- Brisbane
- Distance
- Mackay
- Melbourne
- 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: 40%

3. **Portfolio**

Weighting: 40%

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 Student email

Feedback

First of all the bad design or planning of the course where 75% of it is due in week 12

Recommendation

The assignments will be moved forward a little more. Also students are informed that the dates are the latest dates for submission, rather than the date for when you do the assignment. This obviously has not been made clear.

Action

Students are told again, that the due dates are the 'latest date for submitting their assignment'. Students were told to do their assignments earlier.

Unit Learning Outcomes

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

1. Explain reasons why organisations adopt Project Management Methodologies
2. Critically analyse the impact of Project Management Methodologies upon stakeholders
3. Compare and contrast how different domains might apply Project Management Methodologies
4. Explain and justify the major elements of a Project Management Methodology that might meet the needs of an organisation.

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

The unit might also contribute 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
1 - Portfolio - 40%	•	•		•
2 - Written Assessment - 40%	•	•		•
3 - Online Quiz(zes) - 20%			•	

Alignment of Graduate Attributes to Learning Outcomes

Graduate Attributes	Learning Outcomes			
	1	2	3	4
1 - Knowledge	○			○
2 - Communication	○			○
3 - Cognitive, technical and creative skills	○	○	○	○
4 - Research		○	○	
5 - Self-management				
6 - Ethical and Professional Responsibility		○	○	○
7 - Leadership				
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 - Portfolio - 40%	○	○	○	○	○			
2 - Written Assessment - 40%	○	○	○	○		○		
3 - Online Quiz(zes) - 20%	○		○			○		

Textbooks and Resources

Textbooks

PPMP20009

Prescribed

Project Management: A Systems Approach to Planning, Scheduling, and Controlling

Edition: 12th (2013)

Authors: H Kerzner

John Wiley

Hoboken , New Jersey , USA

ISBN: 978-1-119-16535-4

Binding: Other

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Supplementary

A Guide to The Project Management Body of Knowledge (PMBOK Guide)

Edition: 6th (2017)

Authors: PMI

PMI

Newtown Square , Pennsylvania , USA

Binding: Other

Additional Textbook Information

1. An eBook version of *A Guide to The Project Management Body of Knowledge (PMBOK® Guide)* is available through CQU Library. Please follow the instructions posted on the Moodle web site to set up an account and download the eBook via [CQUniversity Library](#).
2. An eBook version of *Directing Successful Projects with PRINCE2* is available through the TSO Shop UK. Please follow the link <http://www.tsoshop.co.uk/bookstore.asp?FO=1162740#GEMS6473576> to purchase a copy. However, if paper copies are preferred, limited copies will be available at the CQUni Bookshop [here](#).

IT Resources

You will need access to the following IT resources:

- CQUniversity Student Email
- Internet
- Unit Website (Moodle)

Referencing Style

All submissions for this unit must use the referencing style: [Harvard \(author-date\)](#)

For further information, see the Assessment Tasks.

Teaching Contacts

Lindsay Castell Unit Coordinator

l.castell@cqu.edu.au

Schedule

Week 1 - Why project management? - 05 Mar 2018

Module/Topic	Chapter	Events and Submissions/Topic
Why project management?	<ul style="list-style-type: none">• Kerzner Chapter 1• Additional readings will be made available on the unit web site	<ul style="list-style-type: none">• Start of unit induction.• Lecture 1

Week 2 - Project management history. - 12 Mar 2018

Module/Topic	Chapter	Events and Submissions/Topic
Project management history.	<ul style="list-style-type: none"> • Kerzner Chapter 2, & 21 • Additional readings will be made available on the unit web site 	<ul style="list-style-type: none"> • Tutorial 1 (covers Week 1 materials) • Lecture 2

Week 3 - Project management professionalism & Stakeholder Management - 19 Mar 2018

Module/Topic	Chapter	Events and Submissions/Topic
Project management professionalism & Stakeholder management	<ul style="list-style-type: none"> • Kerzner Chapters 4, 8 & 10 • Additional readings will be made available on the unit web site 	<ul style="list-style-type: none"> • Tutorial 2 • Lecture 3

Week 4 - Legislation, standards, frameworks, guidelines, methodologies. - 26 Mar 2018

Module/Topic	Chapter	Events and Submissions/Topic
Legislation, standards, frameworks, guidelines, methodologies.	<ul style="list-style-type: none"> • Kerzner Chapter 9, 11.34 • Implementing Organizational PM Preface & Chapter 1 	<ul style="list-style-type: none"> • Tutorial 3. • Lecture 4.

Week 5 - Project management domains - 02 Apr 2018

Module/Topic	Chapter	Events and Submissions/Topic
Project management domains.	<ul style="list-style-type: none"> • Kerzner Chapters 1.14-1.16, & 3 • Implementing Organizational PM Chapter 2 	<ul style="list-style-type: none"> • Tutorial 4. • Lecture 5. • Portfolio submission 1, comprising <u>separate</u> portfolios for Weeks 1 to 4, due Friday at 11.55pm AEST (8% in total, 2% for each week's entry)

Vacation Week - 09 Apr 2018

Module/Topic	Chapter	Events and Submissions/Topic

Week 6 - Responsibilities and governance - 16 Apr 2018

Module/Topic	Chapter	Events and Submissions/Topic
Responsibilities and governance.	<ul style="list-style-type: none"> • Kerzner Chapters 1.8-1.10, & 10, 11.35 • Implementing Organizational - PM Chapter 3 • Managing Change Preface -Chapters 1, 2 & 3 	<ul style="list-style-type: none"> • Tutorial 5. • Lecture 6

Week 7 - Life cycles and methodologies. - 23 Apr 2018

Module/Topic	Chapter	Events and Submissions/Topic
Life cycles and methodologies.	<ul style="list-style-type: none"> • Kerzner Chapter 11.0-11.8 • Implementing Organizational PM Chapter 4 	<ul style="list-style-type: none"> • Tutorial 6. • Lecture 7. • Assessment 1 Online Quiz (20%) <p>Online Quizzes Due: Week 7 Friday (27 Apr 2018) 11:55 pm AEST</p>

Week 8 - Outputs vs Outcomes. - 30 Apr 2018

Module/Topic	Chapter	Events and Submissions/Topic
Outputs vs. Outcomes	<ul style="list-style-type: none"> • Kerzner Chapters 11.9-11.14, 11.22-11.29 • Implementing Organizational - PM Chapter 5 • Implementing Organizational - PM Chapter 5 	<ul style="list-style-type: none"> • Tutorial 7. • Lecture 8.

Week 9 - Continuous improvement - 07 May 2018

Module/Topic	Chapter	Events and Submissions/Topic

Continuous improvement	<ul style="list-style-type: none"> • Kerzner Chapters 20.0-20.8 & 21.0-21.4 • Implementing Organizational PM Appendices X2 & X3 • Implementing Organizational PM Chapter 6 	<ul style="list-style-type: none"> • Tutorial 8. • Lecture 9. • Portfolio submission 2, comprising separate portfolios for Weeks 5 to 8, due Friday at 11.55pm AEST (8% in total, 2% for each week's entry)
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Week 10 - Managing change. - 14 May 2018

Module/Topic	Chapter	Events and Submissions/Topic
Week 10 - Managing change.	• Kerzner Chapters 21.5-21.8 & 22	<ul style="list-style-type: none"> • Tutorial 9. • Lecture 10. • Assessment 2 (Group Work): Written - Methodology due Friday 11:55pm AEST (40%) <p>Project Management Methodologies Due: Week 10 Friday (18 May 2018) 11:55 pm AEST</p>

Week 11 - Complexity - 21 May 2018

Module/Topic	Chapter	Events and Submissions/Topic
Complexity.	• Kerzner Chapter 25	<ul style="list-style-type: none"> • Tutorial 10. • Lecture 11. • Portfolio submission 3, comprising separate portfolios for Weeks 9 and 10, due Friday at 11.55pm AEST (4% in total, 2% for each week's entry)

Week 12 -Summary - 28 May 2018

Module/Topic	Chapter	Events and Submissions/Topic
Summary	Additional readings will be made available on the unit web site	

Review/Exam Week - 04 Jun 2018

Module/Topic	Chapter	Events and Submissions/Topic
Submission of Consolidated Portfolio		<ul style="list-style-type: none"> • Assessment 3 (Individual Work): Consolidated Portfolio due Monday (04 Jun 2018) 11:55 PM AEST (20%)

Exam Week - 11 Jun 2018

Module/Topic	Chapter	Events and Submissions/Topic

Term Specific Information

Assessment Tasks

1 Online Quizzes

Assessment Type

Online Quiz(zes)

Task Description

Task Description

Assignment

You will be required to complete a series of multiple choice quiz questions related to the learning outcomes of this unit.

Purpose

The primary purpose of this assessment item is to help you to identify factors associated with project management

methodologies.

The secondary purpose of this assignment is to give you the opportunity to enhance your analysis and critical thinking skills.

Notes

The quiz will be based on the learning from Week 1 - 6.

In order for you to complete the quiz it is necessary for you to complete all learning activities prescribed in the prior weeks.

Number of Quizzes

1

Frequency of Quizzes

Other

Assessment Due Date

Week 7 Friday (27 Apr 2018) 11:55 pm AEST

Quiz(zes) must be completed by Friday 11:55PM AEST of Week 7

Return Date to Students

This assignment will be marked by the Moodle computer program upon submission.

Weighting

20%

Assessment Criteria

Return Date to Students

This assignment will be marked by the Moodle computer program upon submission.

Assessment Criteria

The following criteria will be used to grade your assignments:

- The percentage of correct answers

Referencing Style

- [Harvard \(author-date\)](#)

Submission

Online

Learning Outcomes Assessed

- Compare and contrast how different domains might apply Project Management Methodologies

Graduate Attributes

- Knowledge
- Cognitive, technical and creative skills
- Ethical and Professional Responsibility

2 Project Management Methodologies

Assessment Type

Written Assessment

Task Description

Introduction

Businesses need to be innovative and creative to create a niche for their business operations. As competition is ever increasing, survivability of an organisation will depend on how well they respond to these challenges. One possible solution is project management. Good project management practices can help organisations to better plan, organise, manage and control work, which leads to better performance and increased productivity.

The project management methodologies of organisations may vary but nonetheless will have a common project management language and framework across the organisation, often adapted from external standards like those of the PMI. However, management structures are different in every organisation and therefore one project management methodology does not fit all. Selecting a standard methodology that does not fit within the framework of the organisation may not achieve its promised benefits.

Scenario

You are a project management consultancy and have been hired to advise three separate organisations on the best choice of project management methodology for each of their respective organisations. Details of the organisations are provided in assessment information accessible from the Assessment block in the unit Moodle site.

Task

You are to present your recommendations for the most appropriate project methodology for EACH of the three organisations to adopt. The methodologies can be chosen from one of the two most commonly known methodologies (i.e. PMBOK developed by the Project Management Institute or PRINCE2, developed by the Office of Government Commerce in the UK) or any other project management methodology that you think best suits the relevant organisation's needs. Your recommendations must be supported by detailed explanations and must also address the following questions:

- Is implementing a project management methodology considered a management level activity? Who should be involved?
- Should the chosen project management methodology be implemented in its entirety? Please support your decision with an implementation plan.
- What issues might you encounter when implementing the chosen project management methodology?
- What should be done to address the difficulties faced in attempting to implement the methodology?
- What benefits do you attribute to the use of the chosen project management methodology?

Your submission should be made using Microsoft Office documents and the essay submitted as a separate 2,500 - 3,000 word Microsoft WORD document. Supporting diagrams / figures may be presented in other formats - Excel, PowerPoint slides, PDF documents, as part of the appendix and will not count towards the essay's word limit. Tables should be placed in the essay and shall be included in the word count. You should describe all of the required parts of your methodology in as complete a manner as you deem appropriate. A range of sample methodologies will be identified for you to study during the unit. If you wish to include examples of any parts you may do so in an appendix. You must not include pictures or diagrams in the body of the essay. You must provide an ILLUSTRATION OR DRAWING OF YOUR METHODOLOGY /IES. in the appendix of your essay. Your essay should be a properly constructed academic essay. It should contain an effective introduction, body and conclusion. The introduction should introduce the essay and include your argument. The body should present the evidence you have collected to support your recommendations, provide your assumptions, summarise the evidence and the conclusion should restate your recommendations on a high level. The essay should contain a coherent, but necessarily restricted review of the academic literature on the project management topics in question. The literature review should be integrated into the essay, not a separate section. Do not include an executive summary or an abstract. A reference list formatted in the prescribed Harvard style is compulsory. Do not include a bibliography.

This assessment item involves researching your assigned topic to enhance your understanding of project management concepts and utilisation of academic literature. Whilst you use the recommended textbooks you may also refer to relevant peer reviewed, academic journal articles. You will be expected to present information and cite at least twenty (20) times from relevant course material or other PEER REVIEWED sources.

Assessment Due Date

Week 10 Friday (18 May 2018) 11:55 pm AEST
AEST

Return Date to Students

Marks for this assessment will be released 2 weeks after the submission (01 June 2018)

Weighting

40%

Assessment Criteria

Your assignment will be assessed on the extent and quality to which it meets each of the following criteria:

- A pictorial illustration of the methodology is supplied? (10%)
- A high-level textural overview of the methodology is provided? (10%)
- An implementation plan has been explained that is an accurate reflection of the case study? (10%)
- The methodology/ies should reflect the following:-
 - The methodology/ies reflects an ability to use and apply fundamental concepts and skills of the unit, going beyond mere replication of content knowledge or skill to show understanding of key ideas, awareness of their relevance, some use of analytical skills, and some originality or insight in relation to the learning outcomes of the assignment. (25%)
 - The methodology demonstrates awareness and understanding of deeper and less obvious aspects of the unit, such as ability to identify and debate critical issues or problems, ability to solve non-routine problems, ability to adapt and apply ideas to new situations, and ability to invent and evaluate new ideas. (25%)
 - The methodology/ies has been presented with imagination, originality or flair, based on proficiency in all the learning outcomes of the unit; work is interesting or surprisingly exciting, challenging, well read or scholarly. (10%)
- Clarity of expression, grammar and spelling? (10%)

Referencing Style

- [Harvard \(author-date\)](#)

Submission

Online Group

Learning Outcomes Assessed

- Explain reasons why organisations adopt Project Management Methodologies
- Critically analyse the impact of Project Management Methodologies upon stakeholders
- Explain and justify the major elements of a Project Management Methodology that might meet the needs of an organisation.

Graduate Attributes

- Knowledge
- Communication
- Cognitive, technical and creative skills
- Research
- Ethical and Professional Responsibility

3 Weekly and CONSOLIDATED portfolio

Assessment Type

Portfolio

Task Description

Task Description

Assignment Overview

In this unit you are required to complete a weekly and consolidated portfolio. A portfolio provides evidence of previous and current experience and presents a dynamic record of your growth and professional learning over the duration of this unit. Your portfolio will provide an account of your learning based on your practice and your critical reflection. Further information is available on the Moodle site.

Task

Your task is to write weekly portfolios reflecting upon your learning from the prior week. In your portfolio you will

identify:

- the learning outcomes and module/topic of the unit,
- a description of your experience, including reading samples or records,
- your learning from your experiences, and
- any supporting documentation of prior or current learning.

Purpose

The primary purpose of this assessment item is to help you to develop skills for undertaking research and translating, via your technical and creative skills, underpinning concepts about project management methodologies. The secondary purpose of this assignment is to give you the opportunity to enhance your analysis, critical thinking and written communication skills; particularly in the areas of thinking about and reflecting on different project domains and project management methodologies. Developing a portfolio, as a result, makes your learning more explicit as you translate your workplace and personal experiences into documented evidence. You can then learn to critically examine the nature of your learning on this unit in relation to specific experiences in your project management practice and demonstrate that you have learned from those experiences and how you have achieved or maintained your professional competence as a result.

The assignment will also give you the opportunity to enhance your analysis and written communication skills; particularly in the areas of rigorous structured assignment writing.

Structure

You will be provided on the Moodle web site with a template for the weekly portfolios. You should use this template to structure each weekly portfolio and then upload weekly portfolios to the Moodle web site as directed (Portfolio Submission 1 contains portfolios for weeks 1 to 4, Portfolio Submission 2 contains portfolios for weeks 5 to 8 and Portfolio Submission 3 contains portfolios for weeks 9 and 10). At the end of the unit you will consolidate your portfolio submissions into a single document and upload an overall consolidated portfolio submission. Your portfolio should contain a coherent, but necessarily restricted review of the academic literature related to the project management topics for each week. You should also include a weekly reference list formatted in the prescribed Harvard style. You are also encouraged to include a bibliography.

This assessment item involves researching the topics to enhance your understanding of each concept through an utilisation of academic literature and secondary sources. Whilst you must use the recommended textbooks and web links, you should also refer to other sources on the Moodle web site and additional relevant peer reviewed academic journal articles of your choosing.

Weekly Portfolio

Each weekly portfolio is to be no more than 4 pages long. The portfolio shows your development of understanding during the unit. Naturally, this will make the portfolio different for everyone. Each student's background, education, current and past work experiences is what makes it different. Each student's personal researches will be different. What you need to do is to give yourself enough time to reflect and show how you have thought and come to grips with the ideas that address the learning outcomes of the unit. The amount of time you should be allocating to the unit is 12 to 16 hours per week (which includes writing the portfolio). So there should be a fair bit of time for you to make the reflections and reach a depth of insight that will make the portfolio meaningful. With each week's portfolio that you submit you do not include the writing that you made for a prior week. Instead you use the same portfolio template using only the section for the week you are writing about. In other words each week's portfolio is a reflection upon that week. You should however, revisit the whole of the unit learning outcomes each week. The portfolio for any previous week is a reflection of your insights and thoughts for that week. Over the duration of the unit you will find that there is a development and change of your ideas as you study the material. You will then have opportunity at the end of the unit to consolidate everything and show how you have gained the insights that the unit is seeking to provide. At the end of the unit you should review your weekly portfolios and consolidate them into a single submission. You should make a personal reflection in this submission. This is the assessment that gets marked in detail.

It is to your benefit to have the personal discipline to make sure that you do not get behind. If you are allocating 12 or 16 hours per week for the unit then there is plenty of time for the portfolio. If you find that one week you slip then ok, but the unit is fundamentally planned so that you need to allocate 12 to 16 hours each week. Two hours lost in one week means that you need to do 14 to 18 hours the next! The unit is straight forward, but there are lots of web sites to visit and material to download. The text books are only part of the story and you won't be able to do the unit with just the text books. Unfortunately, much of the material is written from a North American perspective. You will need to consider other industry sectors and also to be able to translate the learning outcomes into an Australian or other cultural perspective. Therefore, you will need to download other files and visit web sites to be able to gather the material you need in your portfolio. There are no bonus points for getting the weekly portfolio perfect from the first week but marks will be awarded for timely submission (as per the schedule) and for content that generally addresses the tasks for weekly portfolios listed above. Understanding and familiarity will only develop over time. As you prepare the portfolios' each week and keep revisiting the learning outcomes and adding the unit material then you will gain insights required. Unless you do that on a weekly basis you won't have the appropriate perspective to make the journey and reach the destination by the end of the unit.

Consolidated Portfolio

Since you'll have made your own journey studying during the unit then the material that you will want to include in this portfolio will be unique for you. Your final portfolio will explain how you have developed your understanding of the learning outcomes and the topics with each week's study. Your final portfolio MUST be made as a single submission. For example:-

- You could merge all your submissions into one and provide a single big file.

You must NOT use an index and numbering system to identify material from prior week's leaving each portfolio on the unit web site. Whatever way that you do it, the consolidated portfolio submission is the important one! It's important that you make it clear to the marker what your consolidated portfolio refers to otherwise you may not get the marks you expect. An analogy for the final portfolio is that you can imagine that you are going before an examination board at the end of the unit and presenting to them a complete portfolio of your journey through the unit. You will hand each board member a package that they should then be able to read and from it appreciate everything that you have done and learned during your work life and the unit.

Referencing

Ensuring you have accurate references is important and will allow the marker to easily identify where your portfolio maps to the unit or other peer reviewed material. Also you need to show how you have made critical reflection on the material and added your own unique insights. Referencing should be made according to CQU's Harvard referencing guide. To locate the guide then Google "CQU Harvard referencing" and download the PDF file for the current year. It is as a consequence of your references and academic proficiency with critical analysis that you will be able to gain MAXIMUM MARKS.

Assessment Due Date

Portfolio submission 1 due Week 5, Friday 11:55PM AEST (8%), Portfolio Submission 2 due Week 9, Friday 11:55PM AEST (8%), Portfolio Submission 3 due Week 11, Friday 11:55PM AEST (4%) and Consolidated Portfolio due Week 13, Monday 11:55PM AEST (80%)

Return Date to Students

Students are to liaise with their respective lecturer/ tutor for feedback on their portfolio submissions. Consolidated portfolio marks will be released 2 weeks after the submission of consolidated portfolio

Weighting

40%

Assessment Criteria

Your assignment will be assessed on the extent and quality to which it meets each of the following criteria.

- Evidence of timely portfolio submissions that address tasks listed for weekly portfolios? (20%)
- Reflections of each of the unit learning outcomes? (40%)
- Reflections achievement of the unit topics? (20%)
- Clarity of expression, grammar and spelling? (5%)
- Strict conformity to CQUniversity Australia Harvard Referencing Guide (author-date)? (5%)
- Document clarity and presentation format? (10%)

Referencing Style

- [Harvard \(author-date\)](#)

Submission

Online

Learning Outcomes Assessed

- Explain reasons why organisations adopt Project Management Methodologies
- Critically analyse the impact of Project Management Methodologies upon stakeholders
- Explain and justify the major elements of a Project Management Methodology that might meet the needs of an organisation.

Graduate Attributes

- Knowledge
- Communication
- Cognitive, technical and creative skills
- Research
- Self-management

Academic Integrity Statement

As a CQUniversity student you are expected to act honestly in all aspects of your academic work.

Any assessable work undertaken or submitted for review or assessment must be your own work. Assessable work is any type of work you do to meet the assessment requirements in the unit, including draft work submitted for review and feedback and final work to be assessed.

When you use the ideas, words or data of others in your assessment, you must thoroughly and clearly acknowledge the source of this information by using the correct referencing style for your unit. Using others' work without proper acknowledgement may be considered a form of intellectual dishonesty.

Participating honestly, respectfully, responsibly, and fairly in your university study ensures the CQUniversity qualification you earn will be valued as a true indication of your individual academic achievement and will continue to receive the respect and recognition it deserves.

As a student, you are responsible for reading and following CQUniversity's policies, including the [Student Academic Integrity Policy and Procedure](#). This policy sets out CQUniversity's expectations of you to act with integrity, examples of academic integrity breaches to avoid, the processes used to address alleged breaches of academic integrity, and potential penalties.

What is a breach of academic integrity?

A breach of academic integrity includes but is not limited to plagiarism, self-plagiarism, collusion, cheating, contract cheating, and academic misconduct. The Student Academic Integrity Policy and Procedure defines what these terms mean and gives examples.

Why is academic integrity important?

A breach of academic integrity may result in one or more penalties, including suspension or even expulsion from the University. It can also have negative implications for student visas and future enrolment at CQUniversity or elsewhere. Students who engage in contract cheating also risk being blackmailed by contract cheating services.

Where can I get assistance?

For academic advice and guidance, the [Academic Learning Centre \(ALC\)](#) can support you in becoming confident in completing assessments with integrity and of high standard.

What can you do to act with integrity?



Be Honest

If your assessment task is done by someone else, it would be dishonest of you to claim it as your own



Seek Help

If you are not sure about how to cite or reference in essays, reports etc, then seek help from your lecturer, the library or the Academic Learning Centre (ALC)



Produce Original Work

Originality comes from your ability to read widely, think critically, and apply your gained knowledge to address a question or problem