PPMP20010 *Executing and Closing Projects*
Term 2 - 2017

Profile information current as at 08/05/2024 03:54 pm

All details in this unit profile for PPMP20010 have been officially approved by CQUniversity 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

This unit is designed for project managers to develop their skills in the executing and closing stages of the project life cycle. The unit considers several different definitions of what is required when executing a project from the perspective of different standards, frameworks and academic works. Additionally, the unit investigates projects according to industry, project domain, and other factors that influence approaches to project execution and closing. The content of inputs and outputs required and the tools and techniques applied are studied throughout the unit. A highlight of the unit is the practical application of project monitoring, earned value analysis, as well as control systems, and the management of control issues, such as, scope creep, risk, quality and baseline changes. The unit also investigates project outsourcing, oversight, and contract closure. This unit will be of interest to students that have a requirement to know more about project control, project auditing, management of external suppliers, and project termination.

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 - 2017

- 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. **Presentation and Written Assessment**
Weighting: 20%
2. **Practical Assessment**
Weighting: 20%
3. **Practical Assessment**
Weighting: 20%
4. **Practical Assessment**
Weighting: 20%
5. **Practical Assessment**
Weighting: 20%

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 PM Disciplinary Team and HoC

Feedback
Assessment strategy around tenders requires streamlining to avoid a heavier student and tutor workload.

Recommendation
Revise assessment strategies by reducing the current 4 domains and tenders to only one.

Feedback from PMI

Feedback
PMBOK 6th Edition will be available in Q3/Q4 of 2017

Recommendation
Unit content will require a revision once the PMBOK 6th Edition is released.

Unit Learning Outcomes

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

1. Describe and discuss framework differences with the project management life cycle for executing and closing projects.
2. Explain how organisational strategies might impact upon business case verification when the execution of projects is undertaken.
3. Critically analyse how control systems are used within the project management domain.
4. Develop earned value management project reports for supplied case studies.
5. Develop project event-driven and time-driven controls for supplied case studies.
6. Develop project audit reports and project termination reports for supplied case studies.
7. Develop project governance approaches for supplied case studies.

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

The unit also 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

| — | N/A Level | ○ | Introductory Level | ● | Intermediate Level | ● | Graduate Level | ○ | Professional Level | ○ | Advanced Level |

Alignment of Assessment Tasks to Learning Outcomes

Assessment Tasks	Learning Outcomes						
	1	2	3	4	5	6	7
1 - Presentation and Written Assessment - 20%	●	●	●				
2 - Practical Assessment - 20%				●			
3 - Practical Assessment - 20%					●		
4 - Practical Assessment - 20%						●	
5 - Practical Assessment - 20%							●

Alignment of Graduate Attributes to Learning Outcomes

Graduate Attributes	Learning Outcomes						
	1	2	3	4	5	6	7
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 - Presentation and Written Assessment - 20%	○	○	○	○	○	○	○	
2 - Practical Assessment - 20%	○	○	○	○	○			
3 - Practical Assessment - 20%	○	○	○	○	○			
4 - Practical Assessment - 20%	○	○	○	○	○			
5 - Practical Assessment - 20%	○	○	○	○	○			

Textbooks and Resources

Textbooks
PPMP20010

Prescribed

A Guide to The Project Management Body of Knowledge (PMBOK® Guide)
Edition: 5th (2013)
Authors: PMI
PMI
Newtown Square , Pennsylvania , USA
Binding: Paperback
PPMP20010

Prescribed

Managing Successful Projects with PRINCE2
Edition: 2009 (2009)
Authors: OGC/AXLEOS
TSO (The Stationery Office)
Norwich , UK
ISBN: 9780113310593
Binding: Hardcover
PPMP20010

Prescribed

Project Management: A Systems Approach to Planning, Scheduling, and Controlling
Edition: 11th (2013)
Authors: Kerzner H
John Wiley
Hoboken , New Jersey , USA
Binding: Hardcover
PPMP20010

Supplementary

Directing Successful Projects with PRINCE2
Edition: 2009 (2009)
Authors: OGC/AXLEOS
TSO (The Stationery Office)
Norwich , UK
ISBN: 9780113310609
Binding: Hardcover

Additional Textbook Information

1. An eBook version of *A Guide to The Project Management Body of Knowledge (PMBOK® Guide)* is available through CQU Library.
2. An eBook version of *Project Management: A Systems Approach to Planning, Scheduling, and Controlling (Kerzner 2013)* is available through CQU Library.
3. An eBook version of *Managing Successful Projects with PRINCE2* is available through the TSO Shop UK. Please follow the link http://www.tsoshop.co.uk/bookstore.asp?FO=1162740#GEMS6473580 to purchase a copy.
4. 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.
5. Paper copies of all the above texts are available through the CQUni Bookshop here.

View textbooks at the CQUniversity Bookshop

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 styles below:

- American Psychological Association 6th Edition (APA 6th edition)
- Harvard (author-date)

For further information, see the Assessment Tasks.

Teaching Contacts

Richard Egelstaff Unit Coordinator
r.egelstaff@cqu.edu.au

Schedule

Week 1 - 10 Jul 2017

Module/Topic	Chapter	Events and Submissions/Topic
Executing and closing projects.	PMBOK Chapter 3 Kerzner Chapter 1, 24.6-24.7, 24.11-24.12, Appendix E (A.E) Directing with PRINCE2 Chapter 1, 2 & 3 Managing with PRINCE2 Chapters 1, 2 & 3	Start of unit induction. Lecture 1. Tutorial 1. Assessment 1 (Presentation with accompanying script) handed to students

Week 2 - 17 Jul 2017

Module/Topic	Chapter	Events and Submissions/Topic
Project performance management.	PMBOK Chapter 4.3, 10.2-10.3, & 13.3-13.4 Kerzner Chapters 2, 3, 25 + A.E Directing with PRINCE2 Chapter 4 & 5 Managing with PRINCE2 Chapter 9 & 10	Lecture 2. Tutorial 2. Assessment 2 (Earned Value Management) handed to students

Week 3 - 24 Jul 2017

Module/Topic	Chapter	Events and Submissions/Topic
Earned Value Management - I	PMBOK Chapter 6.7, 7.4, & 10.2 Kerzner Chapters 15 + A.E Directing with PRINCE2 Chapter 7 Managing with PRINCE2 Chapter 11, 15 & E4	Lecture 3. Tutorial 3.

Week 4 - 31 Jul 2017

Module/Topic	Chapter	Events and Submissions/Topic
Earned Value Management - II.	PMBOK Chapter 10.3, & 11.6 Kerzner Chapter 17 + A.E Directing with PRINCE2 Chapter 8 Managing with PRINCE2 Chapter 16, 17, E5 & E6	Lecture 4. Tutorial 4.

Week 5 - 07 Aug 2017

Module/Topic	Chapter	Events and Submissions/Topic

		Lecture 5. Tutorial 5. Assessment 3 (Controls) handed to students **Earned Value Management** Due: Week 5 Monday (7 Aug 2017) 12:00 am AEST
Project Control Systems - I.	PMBOK Chapter 3.8, 6.7, & 8.2-8.3 Kerzner Chapter 5.0-5.5, & 23 + A.E Directing with PRINCE2 Appendix A Managing with PRINCE2 Chapter 9.3, & 10	

Vacation Week - 14 Aug 2017

Module/Topic	Chapter	Events and Submissions/Topic

Week 6 - 21 Aug 2017

Module/Topic	Chapter	Events and Submissions/Topic
Project Control Systems – II.	PMBOK Chapter 9.2-9.4, & 12.2-12.3 Kerzner Chapter 2.6, 16, 19 + A.E Directing with PRINCE2 Appendix A Managing with PRINCE2 Chapter 15	Lecture 6. Tutorial 6.

Week 7 - 28 Aug 2017

Module/Topic	Chapter	Events and Submissions/Topic
Project Audit.	PMBOK Chapter 1.4-1.6, 2.1.4-2.1.5, 4.4-4.5, 5.5, 8.2,-8.3, 11.6, & 12.3 Kerzner Chapter 11.35, 20.7, 25.4-25.5 + A.E Directing with PRINCE2 Chapter 10 Managing with PRINCE2 Chapter 6.3, 9.3, 16	Lecture 7. Tutorial 7. Assessment 4 (Audit & Termination) handed to students **Controls** Due: Week 7 Monday (28 Aug 2017) 12:00 am AEST

Week 8 - 04 Sep 2017

Module/Topic	Chapter	Events and Submissions/Topic
Project Termination & Lessons Learnt	PMBOK Chapter 3.7, 4.6, & 12.4 Kerzner Chapter 9, 11.19-11.21, & 19.10 + A.E Directing with PRINCE2 Chapter 9 Managing with PRINCE2 Chapter 17 & 18	Lecture 8. Tutorial 8.

Week 9 - 11 Sep 2017

Module/Topic	Chapter	Events and Submissions/Topic
Project Governance - I.	PMBOK Chapter 1.5.2.2, 2.2, 13.1 Kerzner Chapter 1.10, 2.5, 25.1 + A.E Directing with PRINCE2 Appendix B Managing with PRINCE2 Chapter 19.6, Appendix B	Lecture 9. Tutorial 9. Assessment 5 (Governance) handed to students **Audit & Termination** Due: Week 9 Monday (11 Sept 2017) 12:00 am AEST

Week 10 - 18 Sep 2017

Module/Topic	Chapter	Events and Submissions/Topic
Project Governance - II.	PMBOK Chapter 4.1, 9.2, & 13.2 Kerzner Chapter 8.6,-8.7 10-10.2, + A.E Directing with PRINCE2 Chapter 11, Appendix C Managing with PRINCE2 Chapter 14, Appendix C	Lecture 10. Tutorial 10.

Week 11 - 25 Sep 2017

Module/Topic	Chapter	Events and Submissions/Topic

| Integration Management – I. | PMBOK Chapter 4
Kerzner Chapter 3.11, 18, 25.3-25.5 + A.E
Directing with PRINCE2 Appendix A, & C
Managing with PRINCE2 Chapter 12, & 15 | Lecture 11.
Tutorial 11.

Governance Due: Week 11 Monday (25 Sept 2017) 12:00 am AEST |

Week 12 - 02 Oct 2017

Module/Topic	Chapter	Events and Submissions/Topic
Integration Management – II.	PMBOK Chapter 4 Kerzner Chapter 11, 22 + A.E Directing with PRINCE2 Appendix A, & C Managing with PRINCE2 Chapter 16 & 17	Lecture 12. Tutorial 12. *Note: Face to face presentation times for the 'Presentation and Accompanying Script Assessment' will be held during the week for each student (flex students over the phone)* **Presentation with Accompanying Script** Due: Week 12 Monday (2 Oct 2017) 12:00 am AEST

Review/Exam Week - 09 Oct 2017

Module/Topic	Chapter	Events and Submissions/Topic

Exam Week - 16 Oct 2017

Module/Topic	Chapter	Events and Submissions/Topic

Assessment Tasks

1 Presentation with Accompanying Script

Assessment Type
Presentation and Written Assessment

Task Description
Assignment Overview
This assessment item requires you to consider:-

- Project management life cycles,
- Business cases,
- Project execution,
- Project closing, and
- Control systems.

You must describe the above in the context of the theories and principles of project management by using examples of different project domains.
You must submit a Microsoft PowerPoint presentation and make a presentation to your peers that discusses and explains your insights to the above (distance students will answer questions over the phone).
You must also submit a written set of presentation notes or script that matches your presentation. The notes can be either part of your PowerPoint presentation or written and submitted separately in a Microsoft Word document.
You are encouraged to use assignment output and ideas that you may have developed from previous assignments within this unit as supporting evidence for your presentation.
Task
Your task is to consider the three learning outcomes (L1, L2 and L3) in the context of this unit. You must then make a presentation of approximately 10 minutes in length that summarises the learning outcomes below and how they relate to the spectrum of the major project domains discussed during the unit (distance students will answer questions over the phone).
Once your 10 minute presentation has been made you must be prepared to answer questions from unit participants and the respective teacher/tutor.
You will be graded based on how well you have made your presentation and described, discussed, explained and

critically analysed project management theories and principles according to these assignment instructions.

Purpose

The primary purpose of this assessment item is to help you to develop and demonstrate your skills in the use of project management concepts, principles, theories and arguments about the project management execution and closing phases. You are particularly required to demonstrate your ability to differentiate aspects of the life cycle as it relates to different projects. You must then be able to analyse and argue what type of control systems will enable better or worse project outcomes within those domains.

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 argument development and oral presentation.

Structure

Your presentation should be a properly constructed academic presentation. It should contain an effective introduction, body, and conclusion. The introduction should introduce the presentation and include your major arguments. The body should present the evidence you have collected to support your arguments, and the conclusion should restate your arguments, summarise the evidence and make a conclusion regarding your arguments.

The presentation should contain a coherent, but necessarily restricted review of the academic literature on the project management topics in question. Your literature review should be integrated into the presentation, 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 should use the recommended textbooks you may also refer to relevant peer reviewed academic journal articles.

You will be expected to present information and evidence from, and cite from the reading material from the unit. You are also encouraged to cite other material that is peer reviewed.

Assessment Due Date

Week 12 Monday (2 Oct 2017) 12:00 am AEST
Presentation and accompanying script to be submitted online - Note: face to face presentations will be scheduled during Week 12 (flex students over the phone)

Return Date to Students

Exam Week Friday (20 Oct 2017)

Weighting

20%

Assessment Criteria

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

- A description and discussion of differing perspectives of project management life cycles within the execution and closing project life cycle phases? (20%)
- An explanation of how organisational characteristics might impact upon business case development and verification of business cases when the execution and closing of projects is undertaken? (20%)
- Critical analysis of execution and closing control systems that are used within the major project management domains? (20%)
- Appropriate and well structured, concise and clear expression of project management arguments in response to the assessment task? (5%)
- A clear flow of thought throughout the presentation with a clear purpose described in the introduction and a comprehensive conclusion? (5%)
- A critical review and integration of relevant academic and professional literature? (10%)
- Clarity of expression, grammar and spelling? (5%)
- Conformity to CQUniversity Australia Harvard or APA Referencing Guide? (5%)
- Appropriate presentation format and presented within slide and note/script limit: 10 to 20 slides & notes/script? (10%)

Referencing Style

- [American Psychological Association 6th Edition (APA 6th edition)](#)
- [Harvard (author-date)](#)

Submission

Online

Submission Instructions

To be submitted as a PowerPoint document file and optionally a Microsoft Word document file

Learning Outcomes Assessed

- Describe and discuss framework differences with the project management life cycle for executing and closing projects.
- Explain how organisational strategies might impact upon business case verification when the execution of projects is undertaken.
- Critically analyse how control systems are used within the project management domain.

Graduate Attributes

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

2 Earned Value Management

Assessment Type
Practical Assessment

Task Description
Assignment Overview
This assessment item requires you to consider:-

- earned value management

...you must then analyse a supplied earned value report. The earned value report has been provided to meet the requirements outlined in the PMBOK (2013) and conforms to the requirements of the progress evaluation techniques (p.108) outlined in Managing Successful Projects with PRINCE2 (2009).
Task
Your task is to consider the overview above and analyse the earned value and S-curve report. You will be graded upon how well your analysis of the earned value and S-curve reports have been completed and reflects information based on a case study.
Purpose
The primary purpose of this assessment item is to help you to develop skills in the contents and compilation of earned value and S-curve report.
The secondary purpose of this assignment is to give you the opportunity to consider the role of progress evaluation techniques and control within a project life cycle.
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
Your submission must be made using the supplied earned value report. You should complete all of the required parts of the earned value and S-curve reports in a manner as you deem appropriate. The instruction boxes in the report will provide more information.

Assessment Due Date
Week 5 Monday (7 Aug 2017) 12:00 am AEST

Return Date to Students
Monday (21 Aug 2017)

Weighting
20%

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

- A complete and correct analysis of the earned value report? (60%)
- Appropriate and well structured, concise and clear expression of project management arguments in response to the assessment task? (30%)
- Clarity of expression, grammar and spelling? (10%)

Referencing Style

- American Psychological Association 6th Edition (APA 6th edition)
- Harvard (author-date)

Submission
Online

Submission Instructions
To be submitted as Microsoft Word documents and optionally Microsoft Project and Excel files

Learning Outcomes Assessed

- Develop earned value management project reports for supplied case studies.

Graduate Attributes

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

3 Controls

Assessment Type
Practical Assessment

Task Description
Assignment Overview
This assessment item requires you to consider:-

- event-driven controls, and
- time-driven controls

…you must then analyse the items listed above for a supplied controls report. The controls report has been provided to meet the requirements outlined in the PMBOK (2013) and conform to the progress and project control requirements outlined in Managing Successful Projects with PRINCE2 (2009).

Task
Your task is to consider the overview above and develop and complete the required items in the report. You will be graded upon how well your submissions have been completed and reflect the case study.

Purpose
The primary purpose of this assessment item is to help you to develop skills in the definition and development of event and time driven management processes.
The secondary purpose of this assignment is to give you the opportunity to consider progress and project control requirements within a project life cycle.
The assignment will also give you the opportunity to enhance your analysis and written communication skills; particularly in the areas of structured assignment writing.

Structure
Your submission should be made using the supplied controls report. You should complete all of the required parts in as complete manner as you deem appropriate. The instruction boxes in the report will provide more information.

Assessment Due Date
Week 7 Monday (28 Aug 2017) 12:00 am AEST

Return Date to Students
Monday (11 Sept 2017)

Weighting
20%

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

- A complete and correct analysis of the controls report? (60%)
- Appropriate and well structured, concise and clear expression of project management arguments in response to the assessment task? (30%)
- Clarity of expression, grammar and spelling? (10%)

Referencing Style

- [American Psychological Association 6th Edition (APA 6th edition)](#)
- [Harvard (author-date)](#)

Submission
Online

Submission Instructions
To be submitted as Microsoft Word documents and optionally Microsoft Project and Excel files

Learning Outcomes Assessed

- Develop project event-driven and time-driven controls for supplied case studies.

Graduate Attributes

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

4 Audit & Termination

Assessment Type
Practical Assessment

Task Description
Assignment Overview
This assessment item requires you to consider:-

- audit plans and reports,
- project termination plans and reports

…you must then analyse a supplied audit and termination report. The audit and project termination plans and reports have been provided to meet the requirement outlined in the PMBOK (2013) and conform to the requirements outlined in Managing Successful Projects with PRINCE2 (2009).

Task
Your task is to consider the overview above and analyse audit plans and reports, and project termination plans and reports. You will be graded upon how well your analysis of the audit plans and project termination plans and reports have been completed and reflect the case study.

Purpose
The primary purpose of this assessment item is to help you to develop skills in the contents and compilation of audit plans and reports, as well as project termination plans and reports.
The secondary purpose of this assignment is to give you the opportunity to consider the role of audit plans and reports, as well as project termination plans and reports within a project life cycle.
The assignment will also give you the opportunity to enhance your analysis and written communication skills; particularly in the areas of structured assignment writing.

Structure
Your submission should be made using the supplied audit and termination report. You should complete all of the required parts in as complete manner as you deem appropriate. The instruction boxes in the report will provide more information.

Assessment Due Date
Week 9 Monday (11 Sept 2017) 12:00 am AEST

Return Date to Students
Monday (25 Sept 2017)

Weighting
20%

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

- A complete and correct analysis of the audit and termination report? (60%)
- Appropriate and well structured, concise and clear expression of project management requirements in response to the assessment task? (30%)
- Clarity of expression, grammar and spelling? (10%)

Referencing Style

- [American Psychological Association 6th Edition (APA 6th edition)](#)
- [Harvard (author-date)](#)

Submission
Online

Submission Instructions
To be submitted as Microsoft Word documents and optionally Microsoft Project and Excel files

Learning Outcomes Assessed

- Develop project audit reports and project termination reports for supplied case studies.

Graduate Attributes

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

5 Governance

Assessment Type
Practical Assessment

Task Description
Assignment Overview
This assessment item requires you to consider:-

- project governance,

...you must then analyse a supplied governance report. The governance documentation has been provided to meet the requirement outlined section 2.2.2 in the PMBOK (2013) and conform to the requirements outlined in Appendix B in Managing Successful Projects with PRINCE2 (2009).

Task
Your task is to consider the overview above and analyse the project management governance report. You will be graded upon how well your analysis of the governance documentation has been completed and reflects the case study.

Purpose
The primary purpose of this assessment item is to help you to develop skills in the objective, contents and compilation of project governance frameworks and principles.
The secondary purpose of this assignment is to give you the opportunity to consider the role of project management governance within a project life cycle.
The assignment will also give you the opportunity to enhance your analysis and written communication skills; particularly in the areas of structured assignment writing.

Structure
Your submission should be made using the supplied governance report. You should complete all of the required parts in as complete manner as you deem appropriate. The instruction boxes in the report will provide more information.

Assessment Due Date
Week 11 Monday (25 Sept 2017) 12:00 am AEST

Return Date to Students
Monday (9 Oct 2017)

Weighting
20%

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

- Complete and correct analysis of the project management governance documentation? (60%)
- Appropriate and well structured, concise and clear expression of project management requirements in response to the assessment task? (30%)
- Clarity of expression, grammar and spelling? (10%)

Referencing Style

- [American Psychological Association 6th Edition (APA 6th edition)](#)
- [Harvard (author-date)](#)

Submission
Online

Submission Instructions
To be submitted as Microsoft Word documents and optionally Microsoft Project and Excel files

Learning Outcomes Assessed

- Develop project governance approaches for supplied case studies.

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