PPMP20012 *Program and Portfolio Management Information Systems*

Term 2 - 2017

Profile information current as at 07/05/2024 05:07 pm

All details in this unit profile for PPMP20012 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

The unit introduces systems thinking, systems engineering and systems management principles, concepts, tools and techniques for project, program and portfolio managers (PPPM). Systems thinking offers a powerful perspective to help design clever enduring solutions to meet organisational strategic goals. Through their study of the PPPM process students will learn how to effectively apply systems engineering and systems management to organise complex projects and identify the implementation of systems to create outputs, manage information flow and support effective knowledge management and decision making. Students study how these PPPM application systems may be implemented as a mix of manual processes or electronically (through applications such as Oracle Primavera, SAP ERP, Microsoft Project, or IBM Maximo). Contemporary developments using international standards and knowledge bases as well as modelling and simulation techniques are studied to allow 'what if' questioning to occur in the project, program and portfolio environment. If you have successfully completed unit PPMP20003 you cannot take this unit.

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 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. **Portfolio**
Weighting: 35%
2. **Written Assessment**
Weighting: 20%
3. **Online Quiz(zes)**
Weighting: 10%
4. **Online Test**
Weighting: 35%

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 Moodle Feedback

Feedback

The online quiz should include some information on how to best prepare for it

Recommendation

Information to be provided to the students regarding the topics that could appear on the quiz.

Unit Learning Outcomes

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

1. Explain the relevance of systems thinking to the project, program and portfolio manager.
2. Identify different systems thinking tools and techniques to aid project managers solve project problems.
3. Assess the relevance of systems engineering to project cases.
4. Describe how systems engineering concepts and methodologies can help a project, program and portfolio managers organise a project.
5. Explain the importance of appropriate selection of project management (PM) application systems in regards to meeting the internal and external objectives of a project.
6. Describe how the use of project management (PM) application systems can lead to effective PM knowledge management and decision making.
7. Compare and contrast the advantages and disadvantages of different manual and electronic project, program and portfolio (PPPM) application systems within each PPPM knowledge area over the life cycle of a project, program or portfolio.
8. Identify how project, program and portfolio (PPPM) application systems can assist project managers to monitor performance and manage changes within a project.
9. Propose appropriate project, program and portfolio (PPPM) application systems to support successful project, program and portfolio execution in different industry domains.
10. Discuss contemporary developments in the use of project, program and portfolio (PPPM) application systems.

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.

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	8	9	10
1 - Portfolio - 35%	•	•	•	•	•	•	•		•	•
2 - Written Assessment - 20%		•	•	•	•	•	•		•	•
3 - Online Quiz(zes) - 10%				•		•		•		
4 - Online Test - 35%				•	•	•	•	•		

Alignment of Graduate Attributes to Learning Outcomes

Graduate Attributes	Learning Outcomes									
	1	2	3	4	5	6	7	8	9	10
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 - 35%	○	○	○	○	○	○	○	
2 - Written Assessment - 20%	○	○	○	○				
3 - Online Quiz(zes) - 10%	○		○					
4 - Online Test - 35%	○		○			○	○	

Textbooks and Resources

Textbooks

PPMP20012

Prescribed

Project Management: A Systems Approach to Planning, Scheduling, and Controlling
Edition: 11th (2013)
Authors: Kerzner H
John Wiley
Hoboken , New Jersey , USA
ISBN: 978-1-118-02227-6
Binding: Hardcover
PPMP20012

Prescribed

The Guide to the Systems Engineering Body of Knowledge (SEBoK)
Edition: http://sebokwiki.org/w/index.php (2015)
Authors: SEBoK authors
The Trustees of the Stevens Institute of Technology
Hoboken , New Jersey , USA
Binding: Paperback

Additional Textbook Information

- The main text book for this unit is *The Guide to the Systems Engineering Body of Knowledge (SEBoK)*. Students must access the SEBoK from http://www.sebokwiki.org
- This unit makes extensive use of Australian Standards. Students will be required to download the required standards from the CQU Library access to the SAI Global web site, or source the standards themselves.
- Students can access an eBook version of *Project Management: A Systems Approach to Planning, Scheduling, and Controlling (Kerzner 2013) from the CQU Library website*

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 style: Harvard (author-date)
For further information, see the Assessment Tasks.

Teaching Contacts

Sruthi Pingali Unit Coordinator
s.pingali@cqu.edu.au
Richard Egelstaff Unit Coordinator
r.egelstaff@cqu.edu.au

Schedule

Week 1 - 10 Jul 2017

Module/Topic	Chapter	Events and Submissions/Topic
Explain the relevance of systems thinking to PM.	Readings: • SEBoK http://www.sebokwiki.org • Kerzner • AS/NZS 15288 Systems engineering – Systems life cycle processes; • Egelstaff - How do assignments work - critical thinking & writing. Optional Readings, Case Study, and Web Sites: • Please download the Full Final Report from the National Commission on the BP Deepwater Horizon Oil Spill and Offshore Drilling • You will also be required to read some academic journal papers or texts, visit YouTube, or other web sites information.	Lecture 1

Week 2 - 17 Jul 2017

Module/Topic	Chapter	Events and Submissions/Topic
Identify different systems thinking tools and techniques to aid project managers solve project problems.	Readings: • SEBoK http://www.sebokwiki.org • Kerzner • AS/NZS 15288 Systems engineering – Systems life cycle processes; Optional Readings, Case Study, and Web Sites: • Please download Chapter 5: Overarching Failures of Management of the Chief Counsel's report from the National Commission on the BP Deepwater Horizon Oil Spill and Offshore Drilling; • You will also be required to read some academic journal papers or texts, visit YouTube, or other web sites information.	Lecture 2 Tutorial 1

Week 3 - 24 Jul 2017

Module/Topic	Chapter	Events and Submissions/Topic
Assess the relevance of systems engineering to project cases.	Readings: • SEBoK http://www.sebokwiki.org • Kerzner • AS/NZS 15288 Systems engineering – Systems life cycle processes; Optional Readings, Case Study, and Web Sites: • You will also be required to read some academic journal papers or texts, visit YouTube, or other web sites information.	Lecture 3 Tutorial 2

Week 4 - 31 Jul 2017

Module/Topic	Chapter	Events and Submissions/Topic

Describe how systems engineering concepts and methodologies can help a project manager organise a project.	Readings: • SEBoK http://www.sebokwiki.org • Kerzner • AS/NZS 15288 Systems engineering – Systems life cycle processes; Optional Readings, Case Study, and Web Sites: • You will also be required to read some academic journal papers or texts, visit YouTube, or other web sites information.	Lecture 4 Tutorial 3

Week 5 - 07 Aug 2017

Module/Topic	Chapter	Events and Submissions/Topic
Explain the importance of appropriate selection of Project Management (PM) application systems in regards to project realisation.	Readings: • SEBoK http://www.sebokwiki.org • Kerzner • AS/NZS 15288 Systems engineering – Systems life cycle processes; Optional Readings, Case Study, and Web Sites: • You will also be required to read some academic journal papers or texts, visit YouTube, or other web sites information.	Lecture 5 Tutorial 4

Vacation Week - 14 Aug 2017

Module/Topic	Chapter	Events and Submissions/Topic

Week 6 - 21 Aug 2017

Module/Topic	Chapter	Events and Submissions/Topic
Describe how the use of PM application systems can lead to effective PM knowledge management and decision making.	Readings: • SEBoK http://www.sebokwiki.org • Kerzner • AS/NZS 15288 Systems engineering – Systems life cycle processes; Optional Readings, Case Study, and Web Sites: • You will also be required to read some academic journal papers or texts, visit YouTube, or other web sites information.	Lecture 6 Tutorial 5

Week 7 - 28 Aug 2017

Module/Topic	Chapter	Events and Submissions/Topic
Compare and contrast the advantages and disadvantages of different manual and electronic PM application systems within each PM knowledge area over the life cycle of a project.	Readings: • SEBoK http://www.sebokwiki.org • Kerzner • AS/NZS 15288 Systems engineering – Systems life cycle processes; Optional Readings, Case Study, and Web Sites: • You will also be required to read some academic journal papers or texts, visit YouTube, or other web sites information.	Lecture 7 Tutorial 6 **Online Quiz(zes)** Due: Week 7 Friday (1 Sept 2017) 11:45 pm AEST

Week 8 - 04 Sep 2017

Module/Topic	Chapter	Events and Submissions/Topic

Identify how PM application systems can assist project managers to monitor performance and manage changes within the project.	Readings: • SEBoK http://www.sebokwiki.org • Kerzner • AS/NZS 15288 Systems engineering – Systems life cycle processes; Optional Readings, Case Study, and Web Sites: • You will also be required to read some academic journal papers or texts, visit YouTube, or other web sites information.	Lecture 8 Tutorial 7

Week 9 - 11 Sep 2017

Module/Topic	Chapter	Events and Submissions/Topic
Propose appropriate PM application systems to support successful project execution in different industries.	Readings: • SEBoK http://www.sebokwiki.org • Kerzner • AS/NZS 15288 Systems engineering – Systems life cycle processes; Optional Readings, Case Study, and Web Sites: • You will also be required to read some academic journal papers or texts, visit YouTube, or other web sites information.	Lecture 9 Tutorial 8 **Essay** Due: Week 9 Friday (15 Sept 2017) 11:45 pm AEST

Week 10 - 18 Sep 2017

Module/Topic	Chapter	Events and Submissions/Topic
Discuss contemporary developments in the use of PM application systems.	Readings: • SEBoK http://www.sebokwiki.org • Kerzner • AS/NZS 15288 Systems engineering – Systems life cycle processes; Optional Readings, Case Study, and Web Sites: • You will also be required to read some academic journal papers or texts, visit YouTube, or other web sites information.	Lecture 10 Tutorial 9

Week 11 - 25 Sep 2017

Module/Topic	Chapter	Events and Submissions/Topic
Discuss contemporary developments in the use of PM application systems.	Readings: • SEBoK http://www.sebokwiki.org • Kerzner • AS/NZS 15288 Systems engineering – Systems life cycle processes; Optional Readings, Case Study, and Web Sites: • You will also be required to read some academic journal papers or texts, visit YouTube, or other web sites information.	Lecture 11 Tutorial 10

Week 12 - 02 Oct 2017

Module/Topic	Chapter	Events and Submissions/Topic

Summary and review	Readings: • SEBoK http://www.sebokwiki.org • Kerzner • AS/NZS 15288 Systems engineering – Systems life cycle processes; Optional Readings, Case Study, and Web Sites: • You will also be required to read some academic journal papers or texts, visit YouTube, or other web sites information.	Lecture 12 Tutorial 11

Review/Exam Week - 09 Oct 2017

Module/Topic	Chapter	Events and Submissions/Topic
		Consolidated Portfolio Due: Review/Exam Week Monday (9 Oct 2017) 12:00 am AEST **Online Test** Due: Review/Exam Week Friday (13 Oct 2017) 11:45 pm AEST

Exam Week - 16 Oct 2017

Module/Topic	Chapter	Events and Submissions/Topic

Assessment Tasks

1 Consolidated Portfolio

Assessment Type
Portfolio

Task Description
Assignment Overview
In this unit you are required to complete a weekly 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 practise and your critical reflection.
Task
Your task is to write a weekly portfolio reflecting upon your learnings 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 and portfolio management information systems. The secondary purpose of this assignment is to give you the opportunity to enhance your analysis, critical thinking and written communication skills. 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 practise 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 portfolio template. You should use this template and upload a weekly portfolio to the Moodle web site. At the end of this unit you will consolidate your portfolio 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
Your weekly portfolio can be as long or as short as you want it to be. It is your portfolio and 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 hours per week. 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 weeks 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. Once you upload the portfolio then leave it 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.
It is to your benefit to have the personal discipline to make sure that you do not get behind. If you are allocating 12 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 hours each week.
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 portfolio perfect from the first week! Understanding and familiarity will only develop over time. As you do 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

You will be provided with a template for the consolidated portfolio due at the end of the unit. 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.

- You final portfolio MUST be made as a single submission. i.e. merge all your weekly submissions into one file and submit 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.
The final portfolio 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

Review/Exam Week Monday (9 Oct 2017) 12:00 am AEST
Portfolio's must be submitted weekly with a final consolidated portfolio submitted in the review/exam week.

Return Date to Students

Feedback on each weekly portfolio will be provided in the week following submission.

Weighting

35%

Assessment Criteria

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

1. Evidence in regular weekly portfolios of meeting the graduate attributes? (20%)
2. Qualitative reflections of each of the unit learning outcomes? (40%)
3. Quantitative achievement of the unit topics? (20%)
4. Clarity of expression, grammar and spelling? (5%)
5. Strict conformity to CQUniversity Australia Harvard Referencing Guide (author-date)? (5%)
6. Document clarity and presentation format? (10%)

Referencing Style

- Harvard (author-date)

Submission
Online

Submission Instructions
To be submitted as weekly Microsoft WORD document files then a final consolidated Microsoft WORD file.

Learning Outcomes Assessed

- Explain the relevance of systems thinking to the project, program and portfolio manager.
- Identify different systems thinking tools and techniques to aid project managers solve project problems.
- Assess the relevance of systems engineering to project cases.
- Describe how systems engineering concepts and methodologies can help a project, program and portfolio managers organise a project.
- Explain the importance of appropriate selection of project management (PM) application systems in regards to meeting the internal and external objectives of a project.
- Describe how the use of project management (PM) application systems can lead to effective PM knowledge management and decision making.
- Compare and contrast the advantages and disadvantages of different manual and electronic project, program and portfolio (PPPM) application systems within each PPPM knowledge area over the life cycle of a project, program or portfolio.
- Propose appropriate project, program and portfolio (PPPM) application systems to support successful project, program and portfolio execution in different industry domains.
- Discuss contemporary developments in the use of project, program and portfolio (PPPM) application systems.

Graduate Attributes

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

2 Essay

Assessment Type
Written Assessment

Task Description
Task
Your task is to consider the contents of:-

- SEBoK http://www.sebokwiki.org
- Kerzner (2013)
- AS/NZS 15288 Systems engineering – Systems life cycle processes
- Full Final Report from the National Commission on the BP Deepwater Horizon Oil Spill and Offshore Drilling
- Chapter 5: Overarching Failures of Management of the Chief Counsel’s report from the National Commission on the BP Deepwater Horizon Oil Spill and Offshore Drilling
- Other material as you feel appropriate

Then you must write an essay describing how these contents address the questions they pose and that explain the relevance of systems thinking to a project and an organisation by using the theories and ideas related to:-

- General systems management
- Organisational structures, forms and culture
- Engineering risk, risk management,

- Portfolio alignment
- Business value
- Portfolio management process cycle
- Organisational maturity.

You should illustrate your arguments by identifying what different systems thinking tools and techniques might aid project managers solve project problems, such as what occurred with Texas City and Deepwater Horizon.

Purpose

The primary purpose of this assessment item is to help you to be able to define systems thinking and classify the tools and techniques related systems thinking. 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 essay writing.

Structure

Your essay should be a properly constructed academic essay of 2,000 words.

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 argument, and the conclusion should restate your argument, summarise the evidence and make a conclusion regarding your argument. The essay should contain a coherent, but necessarily restricted review of the academic literature on the 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 evidence from, and cite, at least twenty (20) times from the prescribed unit material and you also are encouraged to use other PEER REVIEWED sources. The assessment submission must be made online through the unit web site.

Assessment Due Date

Week 9 Friday (15 Sept 2017) 11:45 pm AEST

Return Date to Students

Week 11 Friday (29 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.

1. A description of the theories and ideas specific to general systems management, organisational structures, forms and culture, value management, engineering risk, risk management, systems engineering and an assessment of the linkages between these? (30%)
2. A demonstration of thorough knowledge and application of relevant project and portfolio management principles, concepts, methods and theories in a systems context? (20%)
3. Appropriate and well structured, concise and clear expression of systems engineering arguments in response to the assessment task? (10%)
4. A clear flow of thought throughout the paper with a clear purpose described in the introduction and a comprehensive conclusion? (10%)
5. A critical review and integration of relevant academic and professional literature (cited at least twenty (20) times from six (6) separate reference sources)? (15%)
6. Clarity of expression, grammar and spelling? (5%)
7. Strict conformity to CQUniversity Australia Harvard Referencing Guide? (5%)
8. Appropriate presentation format and presented within (±10%) of the word limit: 2,000 words? (5%)

Referencing Style

- Harvard (author-date)

Submission

Online

Submission Instructions

The file submitted must be a Microsoft Word (.doc or .docx) document.

Learning Outcomes Assessed

- Identify different systems thinking tools and techniques to aid project managers solve project problems.
- Assess the relevance of systems engineering to project cases.
- Describe how systems engineering concepts and methodologies can help a project, program and portfolio

managers organise a project.
- Explain the importance of appropriate selection of project management (PM) application systems in regards to meeting the internal and external objectives of a project.
- Describe how the use of project management (PM) application systems can lead to effective PM knowledge management and decision making.
- Compare and contrast the advantages and disadvantages of different manual and electronic project, program and portfolio (PPPM) application systems within each PPPM knowledge area over the life cycle of a project, program or portfolio.
- Propose appropriate project, program and portfolio (PPPM) application systems to support successful project, program and portfolio execution in different industry domains.
- Discuss contemporary developments in the use of project, program and portfolio (PPPM) application systems.

Graduate Attributes

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

3 Online Quiz(zes)

Assessment Type
Online Quiz(zes)

Task Description
Assignment
You will be required to complete a series of multiple choice quiz questions related to the material and topics covered in the first 6 weeks of this unit. The quiz is open book.
Purpose
The primary purpose of this assessment item is to help you to identify factors associated with systems thinking for project, program and portfolio management.
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 discussed during the tutorials before week 6.
In order for you to complete the quiz it is necessary for you to complete all learning activities prescribed in Weeks 1 to 6.
The quiz will be available in Week 7 in Moodle
The quiz is graded in Moodle

Number of Quizzes
1

Frequency of Quizzes
Other

Assessment Due Date
Week 7 Friday (1 Sept 2017) 11:45 pm AEST

Return Date to Students

The quiz will be graded by Moodle

Weighting
10%

Assessment Criteria
The following criteria will be used to grade your assignments:

- The percentage of correct answers
- The time taken to complete the quiz.

You are encouraged to read the program materials to complete the assessment.

Referencing Style

- Harvard (author-date)

Submission
Online

Learning Outcomes Assessed

- Describe how systems engineering concepts and methodologies can help a project, program and portfolio managers organise a project.
- Describe how the use of project management (PM) application systems can lead to effective PM knowledge management and decision making.
- Identify how project, program and portfolio (PPPM) application systems can assist project managers to monitor performance and manage changes within a project.

Graduate Attributes

- Knowledge
- Cognitive, technical and creative skills

4 Online Test

Assessment Type
Online Test

Task Description
This assessment is an online test and is open book.

- The test will be conducted during the Review/Exam week on Moodle. It will be scheduled and time released.
- The test will contain 10 short answer questions in which only 5 need to be attempted (students choose the 5 questions to attempt)
- The online test will have a 2 hour time limit

Assessment Due Date
Review/Exam Week Friday (13 Oct 2017) 11:45 pm AEST

Return Date to Students

The test will be graded and the result returned via Moodle

Weighting
35%

Assessment Criteria
The following criteria will be used to grade your online test:

- The percentage of correct answers
- The time taken to complete the test

Referencing Style

- Harvard (author-date)

Submission
Online

Learning Outcomes Assessed

- Describe how systems engineering concepts and methodologies can help a project, program and portfolio managers organise a project.
- Explain the importance of appropriate selection of project management (PM) application systems in regards to meeting the internal and external objectives of a project.
- Describe how the use of project management (PM) application systems can lead to effective PM knowledge management and decision making.
- Compare and contrast the advantages and disadvantages of different manual and electronic project, program and portfolio (PPPM) application systems within each PPPM knowledge area over the life cycle of a project, program or portfolio.
- Identify how project, program and portfolio (PPPM) application systems can assist project managers to monitor performance and manage changes within a project.

Graduate Attributes

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

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