PPMP20018 *Project Management Practicum*
Term 1 - 2025

Profile information current as at 12/11/2026 11:51 am

All details in this unit profile for PPMP20018 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.

Corrections

Unit Profile Correction added on 26-02-25
Weighting percentages to be amended in the UP under Class Timetable in 'assessment overview', as well as in the individual assessment tasks. The proposed assessment titles below are already as written in the UP.
Current assessment and weighting is:
1. Report
   Weighting: 15%
2. Practical Assessment
   Weighting: 35%
3. Reflective Practice Assignment
   Weighting: 50%

Proposed assessment and weighting is: (assessment titles below are as shown in the UP)
1. Project proposal report and presentation
   Weighting: 20%
2. Project weekly progress reports and final presentation
   Weighting: 50%
3. Reflective Report
   Weighting: 30%

General Information

Overview

This unit provides you with the skills necessary to succeed in a rapidly changing contemporary work environment. You will identify, formulate and solve problems while being provided with industry focused learning opportunities during your final year of study. You will actively engage in characteristics of an authentic project management practice. These will include: time and resource constraints, capability gaps, cross-cultural and multi-disciplinary teams addressing complex problems and differing leadership and team member working styles. This unit provides an opportunity for you to demonstrate a deep understanding and practical application of the knowledge and skills gained in the early stages of the Master of Project Management, as well as demonstrating the attributes required of a CQUniversity Graduate. You will undertake a project related to your domain of choice and participate in tasks associated with project management within a contemporary work environment. Assessment includes the opportunity to plan and execute a project, analyse your project performance and self-reflect on your experience and lessons learnt.

Details

Career Level: *Postgraduate*
Unit Level: *Level 9*
Credit Points: *12*
Student Contribution Band: *10*
Fraction of Full-Time Student Load: *0.25*

Pre-requisites or Co-requisites

Pre-requisites: PPMP20015 Project Management Project Proposal
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 - 2025

- Brisbane
- Melbourne
- Online
- 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 12-credit Postgraduate unit at CQUniversity requires an overall time commitment of an average of 25 hours of study per week, making a total of 300 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. Project proposal report and presentation (Report)
Weighting: 15%
2. Project weekly progress reports and final presentation (Practical Assessment)
Weighting: 35%
3. Reflective Report (Reflective Practice Assignment)
Weighting: 50%

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
- Academic Progression Policy and Procedure
- Student Refund and Credit Balance Policy and Procedure
- 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 feedback via formal SUTE

Feedback
Improve organization of learning material on Moodle

Recommendation
The unit material on Moodle, resources, links, and other resources need to be organized with a clear structure. At present, workshop documents related to assessments are located in the weekly tiles but not linked in the Assessment block. In addition, some formal slide decks need to be developed to provide a clear outline of the weekly content linking relevant resources.

Feedback from In class

Feedback
Time limit to complete project is too short

Recommendation
Students commence their projects from Week 4 once group formation is finalised, and they have 4-5 weeks to complete the project with a demo and presentation of their prototypes in Week 9. This is not feasible due to the many challenges students can face (stakeholder engagement, team conflicts, rescoping of projects, etc.). Therefore, it is recommended that the project gallery be pushed back to at least Week 10/11 moving forward. This will mean that the learning material (specifically those topics presented close to the due date of the project gallery) will need to be restructured to suit the new timelines.

Feedback from In and out of class

Feedback
Project teams require individual one on one sessions with workshop facilitators

Recommendation
Workshop times on Zoom are scheduled for 2 hours at present, which overall is sufficient for a group workshop and delivery of learning material applicable to the entire cohort. Students also work in breakout teams on Zoom during the workshop, and the lecturer roams the breakout rooms to provide assistance and guidance. This partly works to a degree, but further facilitation and supervision are required outside of formal class time. MS Teams will be used to engage with students outside of formal class time on an ad-hoc basis to improve the experience of students who require that assistance.

Unit Learning Outcomes

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

1. Apply project management knowledge and skills
2. Plan and execute a project based on a project proposal
3. Critically analyse and reflect on strengths and weaknesses in knowledge and skills related to project management
4. Apply enabling processes used in certain project contexts.

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
1 - Report - 15%	•			•
2 - Practical Assessment - 35%	•	•		
3 - Reflective Practice Assignment - 50%			•	

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 - Report - 15%	○	○	○	○	○	○		
2 - Practical Assessment - 35%	○	○	○	○	○	○	○	
3 - Reflective Practice Assignment - 50%	○	○	○	○	○	○	○	

Textbooks and Resources

Textbooks

There are no required textbooks.

IT Resources

You will need access to the following IT resources:

- CQUniversity Student Email
- Internet
- Unit Website (Moodle)
- Computer / laptop with webcam to allow videoconferencing.
- Microsoft Teams - camera and microphone
- Zoom access for weekly meetings

Referencing Style

All submissions for this unit must use the referencing style: Harvard (author-date)
For further information, see the Assessment Tasks.

Teaching Contacts

Luc Bauwmans Unit Coordinator
l.bauwmans@cqu.edu.au
Osama Dawoud Unit Coordinator
o.dawoud@cqu.edu.au

Schedule

Week 1 - 10 Mar 2025

Module/Topic	Chapter	Events and Submissions/Topic
Introduction to the unit. A sustainable world: the UN 17 goals for sustainability (SDG). Green Project Management (GPM).	Slides, discussion, reading materials. GPM standard v2.0. UN SDG link.	Interactive session, ice-breaking, students introduce themselves. Expectations from the Unit and industry involvement. SDG awareness discussion.

Week 2 - 17 Mar 2025

Module/Topic	Chapter	Events and Submissions/Topic
Process analysis, problem definition and ideation towards a solution.	Slides, discussion, reading materials. GPM standard v2.0. UN SDG link.	With consideration of one or more SDG, identify an industry partner. By the end of the week you should have made contact with this partner. Business process analysis (virtual or physical GEMBA). Progress presentation in class.

Week 3 - 24 Mar 2025

Module/Topic	Chapter	Events and Submissions/Topic

Project feasibility and initiation, stakeholder analysis.	Slides, discussion, reading materials. GPM standard v2.0. UN SDG link.	Formulate a draft value proposal and discuss with the industry partner. Deliverables: • A record of the discussion. • A draft project charter including: ◦ Feasibility ◦ Benchmarking ◦ SDG/GPM fit Progress presentation in class.
Week 4 - 31 Mar 2025		
Module/Topic	Chapter	Events and Submissions/Topic
Project initiation.	Slides, discussion, reading materials.	Finalise project proposal. Selection of adaptive, predictive or hybrid project delivery methods. Document reasons for the selection. Progress presentation in class.
Week 5 - 07 Apr 2025		
Module/Topic	Chapter	Events and Submissions/Topic
Project stakeholder management.	Slides, discussion, reading materials.	Assessment 1 due: Project proposal report. Deliverables: • Project proposal report. • In class presentation to a panel. Project proposal report and presentation Due: Week 5 Monday (7 Apr 2025) 11:00 pm AEST
Vacation Week - 14 Apr 2025		
Module/Topic	Chapter	Events and Submissions/Topic
Week 6 - 21 Apr 2025		
Module/Topic	Chapter	Events and Submissions/Topic
Project planning. Reflective practice.	Slides, discussion, reading materials.	Presentation of project scope and initial time and cost estimates. Start developing project controls. Ongoing industry partner communication. Start recording individual learning for the reflective practice assessment (assessment 3).
Week 7 - 28 Apr 2025		
Module/Topic	Chapter	Events and Submissions/Topic
Project planning. Reflective practice.	Slides, discussion, reading materials.	Presentation of quality, resourcing and risk plans and updated schedule and cost estimates. Present project controls. Ongoing industry partner communication. Continue recording individual learning for the reflective practice assessment (assessment 3).
Week 8 - 05 May 2025		
Module/Topic	Chapter	Events and Submissions/Topic
Executing, monitoring and controlling the project. Reflective practice.	Slides, discussion, reading materials.	Provide feedback to the group on proof of concept progress using your selected controls. Troubleshooting and Q&A. Ongoing industry partner communication. Continue recording individual learning for the reflective practice assessment (assessment 3).

Week 9 - 12 May 2025

Module/Topic	Chapter	Events and Submissions/Topic
Executing, monitoring and controlling the project. Reflective practice.	Slides, discussion, reading materials.	Assessment 2 progress report due: Provide feedback to the group on proof of concept progress using your selected controls. Troubleshooting and Q&A. Ongoing industry partner communication. Continue recording individual learning for the reflective practice assessment (assessment 3).

Week 10 - 19 May 2025

Module/Topic	Chapter	Events and Submissions/Topic
Executing, monitoring and controlling the project. Reflective practice.	Slides, discussion, reading materials.	Provide feedback to the group on proof of concept progress using your selected controls. Troubleshooting and Q&A. Ongoing industry partner communication. Continue recording individual learning for the reflective practice assessment (assessment 3).

Week 11 - 26 May 2025

Module/Topic	Chapter	Events and Submissions/Topic
Persuasive presentation skills. Reflective practice.	Slides, discussion, reading materials.	Assessment 2 due: Final report. Start of panel presentations, all students attend. Continue recording individual learning for the reflective practice assessment (assessment 3). Project weekly progress reports and final presentation Due: Week 11 Monday (26 May 2025) 11:45 pm AEST

Week 12 - 02 Jun 2025

Module/Topic	Chapter	Events and Submissions/Topic
Persuasive presentation skills. Reflective practice.	Slides, discussion, reading materials.	Assessment 2 due: Final report. Continue panel presentations, all students attend. Continue recording individual learning for the reflective practice assessment (assessment 3).

Review/Exam Week - 09 Jun 2025

Module/Topic	Chapter	Events and Submissions/Topic
Reflective practice.		Assessment 3 due: Reflective practice report. Reflective Report Due: Review/Exam Week Friday (13 June 2025) 11:45 pm AEST

Exam Week - 16 Jun 2025

Module/Topic	Chapter	Events and Submissions/Topic

Assessment Tasks

1 Report

Assessment Title
Project proposal report and presentation

Task Description
By week 5 teams must have chosen a project aligned to a chosen SDG, have engaged with an industry stakeholder and formulated a report containing:

- Project initiation information, including but not limited to:
  - The need for the project.
  - Industry partner input.
  - Stakeholder analysis.
- An overview of each team member's contribution so far.

Deliverables:

- A report discussing the above.
- A brief Powerpoint presentation before an expert panel.

Assessment Due Date
Week 5 Monday (7 Apr 2025) 11:00 pm AEST

Return Date to Students
No Return Date to Students

Weighting
15%

Assessment Criteria
The submission will be assessed on:

- Quality and authenticity of the report.
- Relevance to the industry partner through feedback.
- Evidence of team involvement.
- Team members' understanding of the context and value proposed by the project.

Referencing Style
Harvard (author-date)

Submission
Online Group

Learning Outcomes Assessed

- Apply project management knowledge and skills
- Apply enabling processes used in certain project contexts.

Graduate Attributes

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

2 Practical Assessment

Assessment Title
Project weekly progress reports and final presentation

Task Description
For their chosen project, teams will deliver:
Weekly progress discussions:

- Each team will be allocated a weekly time slot to present to the group for peer review.

A progress report submission:

- In week 9 teams will be required to submit and present a progress report on their project.

A final submission consisting of:

- A final and comprehensive project report including updates and progress, changes and other controls implemented.
- A proof of concept through a prototype, model or similar, presented through a visual or audiovisual medium.

A presentation to a panel of industry experts and potential future employers in weeks 11 and 12.

Assessment Due Date
Week 11 Monday (26 May 2025) 11:45 pm AEST

Return Date to Students
No Return Date to Students

Weighting
35%

Minimum mark or grade
50%

Assessment Criteria
Progress discussions are not marked but are subject to penalties if not attended.
The progress report and final report will be marked on:

- How well the project report documents the evolution and final result of the project. There is no minimum word limit; teams have to decide what is relevant and sufficient to convince the audience (industry partner, potential employer, academic).
- How well the prototype, model or similar meets the intended business case.
- Feedback from the expert panel.

Presentations will be marked individually and reflect the engagement of the individual team members.

Referencing Style
Harvard (author-date)

Submission
Online Group

Learning Outcomes Assessed

- Apply project management knowledge and skills
- Plan and execute a project based on a project proposal

Graduate Attributes

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

3 Reflective Practice Assignment

Assessment Title
Reflective Report

Task Description
This is an individual assessment.
Students are to compile a portfolio of learning over the term, arranged chronologically.
As this unit is a capstone unit, this portfolio must contain reference to learning gained over the full Master's program and demonstrate how this learning was applied in this term's project.

Assessment Due Date
Review/Exam Week Friday (13 June 2025) 11:45 pm AEST

Return Date to Students
No Return Date to Students

Weighting
50%

Assessment Criteria
A 1500 word (min), authentic reflection of self learning, how it was gained, and how it benefited (or obstructed) the implementation of this term's project.
Topics should include, but not be limited to:

- A reflection of all the knowledge gained over the Master's program.
- New insights that arose during the term from doing the project.
- Identification of previously unknown gaps in your knowledge.
- Enhanced understanding of how knowledge relates to practice.
- A plan for your continuous development after you graduate.

Referencing Style
Harvard (author-date)

Submission
Online

Learning Outcomes Assessed
- Critically analyse and reflect on strengths and weaknesses in knowledge and skills related to project management

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