

## EQF/MQF LEVEL 6

# Award in Project Management

LW/SC/02

### COURSE DESCRIPTION

This course introduces students to the principles and practices of project management. It will equip the students with the skills, knowledge and competences required for a project manager to overlook a successful project. Upon successful completion of this course, students shall be able to assist their project manager and carry out tasks successfully under the supervision of the project manager.

The achievement of this award will contribute towards our B.Sc. in Management (Top-Up) degree.

**DURATION:** 10 weeks

**CREDIT VALUE:** 10 ECTS

**MODE OF TRAINING:** Learners shall be subject to interactive and intellectual discussions with an assigned tutor who is an expert within the field of what is being researched. In this particular course learners however are expected to be rather autonomous in conducting, analysing and presenting research with minimal contact hours with their supervisor.

**ASSESSMENT:** 100% Assignment based

### COMPETENCIES

- Manage various tasks and phases of a project under the supervision of the project manager;
- Assist the project manager in organising the project team in a manner which allows them to be fully aware of what is expected of them and of their deliverables;
- Develop the final report based on the outcomes of the project;

- Create and assist the project manager in creating SMART objectives for the project;

### LEARNING OUTCOMES

By the end of the course, students will be able to:

- Distinguish between different general management and project management;
- Identify the key stakeholders within a project and be familiar with their responsibilities and KPIs;
- Critically identify various risks which might arise in project management and implement contingency plans under the supervision of the project manager;
- Communicate with colleagues, team members and project manager in a manner which is clear and understandable;
- Listen actively to all stakeholders involved within a project;
- Write and report project updates as required in an effective manner;
- Evaluate own learning and undertake further studies in project management;

**LECTURER:** Ms Laura Sue Armeni

### TARGET CANDIDATES

- Project Managers.
- Assistant Project Managers.
- Project Coordinators.
- Project Expeditors.
- Project team members who want to improve their project management skills.

**Contact Hours:** 50

**Placement Hours:** -

**Self Study Hours:** 190

**Assessment Hours:** 10

**Total Learning Hours:** 250

- Individuals/Junior Executives who are new to project management.
- Functional managers and team members who are in a leadership role in a project.

### ENTRY REQUIREMENTS

- Be in possession of Minimum Level 4 certification from a recognised local or foreign awarding body or A-level standard of education.
- MQF Level 5 (60 ECTS) Diploma in Leadership and Management or an Equivalent qualification at MQF Level 5 in a Business and Management related field.
- Candidates may be applying for recognition of prior learning (PRL) for up to 50% of the total ECTSs for this programme as per MFHEA's guidelines.

- Have at least 5 years' experience in a management position. Preference will be given to those applicants who have work experience in the area of study.
- Have a good command of oral and written communication in English with a level of proficiency in English equivalent to at least IELTS Level 6.

### FUNDING

Applicants may get up to 70% of the fee back through the Get Qualified Scheme.

### PART-TIME

Lectures are held twice a week in the afternoon on a part-time basis.

