GABM
Global Academy of Business & Management

GABM Global Academy of Business and Management is most renowned online academy offering graduate and designation qualification's, short courses and mini-MBA in 10 management specializations through quality education and management certification around the world.

PROJECT MANAGEMENT

Programme specification and Study guide

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FOREWORD

It is not expected that all answers will be found in this text. Unforeseen question will arise and answers will be needed. Students should begin addressing their questions to office of the executive education and professional certification of the academy. In most cases the student's academy officer or director or graduate secretary or associate director will be able to provide the required information. Complex issues may require further advice or action from the academy board or commission.

Please note that in order to develop and improve the course, it may be necessary on occasions to amend or revise the details given in this course guide. We are pleased to hear your views and welcome suggestions for ways of improving the operation of the course.

ABOUT THIS GUIDE

This course guide has been designed to help you plan your course. You are encouraged to read this guide through now. It will be a considerable advantage to you to be familiar from the outset with the various aspects of your study that are described. It may be that the relevance of some of the sections will not be immediately obvious. Keep it somewhere accessible, so that you can refer to it as needed.

This programme specification provides a concise summary of the main features of the programme and the learning outcomes that a typical student might reasonably be expected to achieve and demonstrate if he/she takes full advantage of the learning opportunities that are provided.

WELCOME

On behalf of GABM Global Academy of Business and Management Team I would like to extend to you a very warm welcome and wish you every success in your studies at GABM.

The Academy experience and academic success is all about the effort you put into learning and making the most of the wide range of opportunities available to you. We welcome students who are eager to think for themselves to take control of their own learning and who are ready to get involved in developing the skills required in a highly competitive job market.

You will need to demonstrate good time management skills, independent learning, flexibility and discipline in order to achieve a study work-life balance. We believe it is important that you are encouraged to make your own contribution to the effective operation and development of your chosen course. We are, therefore keen to hear your views and would welcome any suggestions that you may have about ways of improving any aspect of your course and / or the student experience here at GABM Global Academy.

I congratulate on securing your place on our GABM Global academy qualifications. I hope you find your time with us demanding, rewarding and enjoyable. The programme has been developed following themes implemented upon various professional training and management development courses.

Our training and education aimed at enhancing the skills of qualified professionals, engineers and managers. Our qualification formalizes this training and education into a full academic qualification, for which there is a strong demand both in India and Overseas.

May I wish you the very best of luck in your training, education and indeed in your career.

PROJECT MANAGEMENT

Summary Programme Details

GRADUATE QUALIFICATION

Title of the qualification award (1)	Graduate certificate in project management
Credits Points	200
Level of award	5(Refer Global academy qualifications framework for more info)
Entry Requirements	Secondary school / Graduate/ Fresher's
Modules	7 Core
Electives	3 Electives
Fees	Indian Students : 14,999 / - Rs (including GST) International Students : 250 (USD)
Title of the qualification award (2)	Graduate Diploma in project management
Credits Points	300
Level of award	5 (refer Global academy qualifications framework for more info)
Entry Requirements	Bachelor Degree / Final year students can apply
Modules	10 Core
Electives	5 Electives
Fees	Indian Students : 18,999 / - (including GST) International Students : 300 (USD)

DESIGNATION QUALIFICATIONS

Designation Title	Certified Project Professional (CPP)
Credit points	400 Points
Level of award	6(refer Global academy qualifications framework for more info)
Entry Requirements	Bachelor degree with Graduate certificate from GABM.
Modules	10 Core and 5 electives with PR
Fees	Indian Students : Rs. 18,999 / - (including GST) International Students : 300 (USD)
Designation Title	Certified Project Manager (CPM)
Credit points	480 (all Modules core and electives) with PR
Level of award	6(refer Global academy qualifications framework for more info)
Entry Requirements	Bachelor degree with 2 years' experience
Fees	Indian Students : Rs. 24,999 /-(including GST) International Students :350 (USD)
Designation Title	Certified Project Director (CPD)
Credit points	480 (all Modules and electives) with PR
Level of award	7(refer Global academy qualifications framework for more info)
Entry Requirements	Bachelor degree with 5 years' experience
Fees	Indian Students :29,999 / - Rs (including GST) International Students : 400 (USD)

VALIDATION

Validating Institution	GABM Global Academy of Business and Management
Date of Last Validation	October 2020
Date of next periodic review	October 2023

PROFESSIONAL ACCREDITATION

Accrediting body:	American Management Institute (AMI)
Date of last programme accreditation	October 2022
Date of next periodic review	September 2023
Accrediting body:	International Accreditation organization
Date of last programme accreditation	October 2020
Date of next periodic review	October 2025
Accrediting body:	European accreditation council for online learning
Date of last programme accreditation	October 2022
Date of next periodic review	September 2023
Accrediting body:	United states distance learning association
Date of last programme accreditation	October 2022
Date of next periodic review	September 2023
Accrediting body:	The international association for continuing education and training
Date of last programme accreditation	October 2022
Date of next periodic review	September 2023
Accrediting body:	International accreditation bureau for distance learning
Date of last programme accreditation	September 2022
Date of next periodic review	September 2023

LEARNING MATERIAL APPROVAL

Approving and Reviewing Body	American Management Institute (AMI)
Status	Approved
Approving and Reviewing Body	World certification Institute
Status	Approved
Approving and Reviewing Body	The CPD Certification Service, UK
Status	Approved
Approving and Reviewing Body	CPD Group , UK
Status	Approved
Approving and Reviewing Body	International Board of Certified Trainers (IBCT)Netherlands
Status	Approved

RATIONALE

The themes of sustainability, enterprise and employability and internalization are central to the programme. The Programme has been structured so that the final target award of graduate certificate and graduate diploma in project management and also designation qualification in project management. .

The Course seeks to develop the skills of post graduate managers and engineers in the following areas.

- A critical awareness of contemporary issues in project management informed by leading edge research and practice and the capacity to apply emerging principles and project management skills to standard and unpredictable workplace scenarios.
- A detailed understanding of project management knowledge areas and control methods which can be applied within the project management and engineering process.
- The capacity to undertake and reflect upon strategic and complex decision making in the project management process.
- Leadership and teams skills, personal and interpersonal skills which can be applied to the project management process.
- Relevant skills in order to pursue lifelong learning and continuous development in the context of workplace practice within the subject specialism and international project management.
- The ability to identify, retrieve and assess the rigour and value of published research as the source of alternative perspective that inform and underpin the project management decision making process and investigate research.
- Creative and innovative approaches to investigate research including the review, evaluation and selection with justification of appropriate research methodologies and the communication of findings in an objective, coherent and professional manner.
- Develop the student's research methods and applications.

LEARNING OUTCOEM OF THE PROGRAMME

The following learning outcomes are intended to be met by those students who successfully complete the course programme.

- Comprehensive appraise the principles of project management in the context of contemporary issues and the implementation process in the workplace.
- Critically evaluate contemporary roles and responsibilities of the project manager, together with the leadership and organization skills essential to the discharge of this function in the workplace.
- Set appropriate decision-making and information management tools for project planning and project control.
- Identify, select and critically evaluate appropriate research methodologies relevant to advanced study in the field of project management.
- Critically appraise strategic techniques and solutions to project management scenarios and provide innovative solutions to workplace problems.
- Pursue a critical research oriented approach to investigate the application of health and safety, environmental and quality management systems within project environments through review and evaluation of external factors and leading edge research.

The following learning outcomes are intended to be met by those students who successfully complete the course programme.

- Observe and reflect upon group interaction within simulated exercise.
- Select and apply appropriate method of data analysis to project management scenarios.
- Critically appraise and evaluate concepts of quality, time and financial management to the · process of management.
- Apply appropriate theoretical concepts project management to contemporary projects.
- Review and evaluate methodologies used in a range of research projects and justify the · selection of methodologies appropriate to the theoretical perspective or conceptual framework employed in the research.
- Organize tasks to meet priorities and deadlines within a project environment.
- Select appropriate research strategies and tools to undertake an in-depth research project · conducted in the field of project management in a workplace situation.
- Apply skills of oral and written communication in the preparation of clear, fully evidenced and · referenced reports and case studies in unbiased and objective form.
  Appraise and evaluate own performance and capabilities through reflective critical analysis.

QUALIFICATION FRAMEWORK

The Programme maps closely to the Global academy qualifications framework prepared by office of executive education and professional certification.

ENTRY REQUIREMENTS

Entrants to this programme are normally required to have attained the following.
- Applicants should either have at least Secondary school or entry to bachelor degree for Graduate certificate
- Students who have completed bachelor degree / fresher or final year students can apply for Graduate diploma.
- Bachelor degree with one of the graduate certificate from GABM for professional certificate
- Bachelor degree with 2 years' experience for Managerial certificate.
- Bachelor degree with 5 years' experience for Director Certificate.
- A good honors degree or equivalent in a relevant subject or equivalent industrial and work experience in construction management or other related field.

What can I do with this major in Project management

Project managers get things done. From budgeting and purchasing to team building and stakeholder management, people with project management skills have a lot to offer employees in many industries and earn excellent salaries on average.

Job Titles: Project Manager, IT project manager, Construction project manager. Engineering project manager, Cost estimators, Project management administrators, Project scheduler, Project coordinator Purchasing project manager, Healthcare project manager

Sectors : Healthcare, Manufacturing and Construction, Information Technology, Utilities, Oil and Gas, Financial services and insurance, Information services and publishing, Management and professional services.

PROGRAMME PROGRESSION

All modules on this Programme are set at Global academy qualification framework level 6 (Masters level) and there are no co-requisites or prerequisites in the study programme. Assessments are conducted in accordance with the GABM General and Academic Regulations for Students and the GABM Postgraduate Programme Assessment, Progression and Award Regulations.

AWARDS

- Graduate certificate in project management
- Graduate Diploma in project management
- Certified Project Professional (CPP)
- Certified Project Manager (CPM)
- Certified Project Director (CPD)
  Awards are conferred in accordance with the GABM General and Academic Regulations for Students and the GABM Postgraduate Programme Assessment, Progression and Award Regulations.

CAREER PROSPECTS

This programme equips students with the essential subject knowledge and postgraduate skills and expertise to enable them to enter and work within the Construction and Project Management areas of practice within the project management industry.

WHO SHOULD ATTEND

- Project managers/team leaders
- Team leaders moving into team leadership positions
- Key team members
- Functional managers
- Process and performance improvement team members
- Business planning personnel
- Anyone who would like to advance their career through project management certification.

LEARNING AND TRAINING METHODS

The project management programme uses a number of different assessment techniques that will allow you to demonstrate your understanding of concepts and issues covered. These may be broadly categorized as 'coursework' which may be in the form of individual or group assignments, practical problem-solving exercises and presentations.

It should be emphasized that the purpose of assessment is not only grade you, and provide information to facilitate management of the course, but also to provide feedback to you. In this manage it accordingly. You should keep all the returned assessment work in a file as you may have to submit this at the end of the programme for the academy to assess.

Individual model leaders will distribute information on the methods of assessment used, and their weighing at the start of each module.

ASSESSMENT STRATEGY

The assessment strategy for each module will be outlines within the module. The modules will be assessed as coursework. Each of the assessments that you complete will assess a series of learning outcomes defined in the modules. Note that within some modules you may complete assessments that do not carry marks, these are termed formative and are an opportunity for your to gain feedback on your progress that will help you in your summative (marks carrying) assessments.

NOTIFICATION OF ASSIGNMENTS

You will be notified of assessments by the academy. They will advise you of the requirements, the marking criteria and of the respective submission dates during one or more of the timetabled sessions.
Submission of coursework assignments is typically by one of two methods. Paper submissions are made to the address of the academy. Electronic submissions are made through email or through myglobal platform.

REFERENCING

For most of your assignments you will be expected to do some further reading and you are required to think and produce increasingly original work, around the work of others. You need to give suitable credit to those that have produced the work that you are using.
The default referencing is the GABM referencing system (a guide to this system can be found on the course space, accessed through the student portal). Please use this unless you are directed differently within your assignment brief.

FEEDBACK FOLLOWING ASSESSMENTS

You will be provided with generic feedback for in module formative and summative elements of assessment which contribute to a module within 15 working days of the scheduled submission date. Generic feedback on end of module assessment will be made available within 15 days of publication of results. Feedback may be oral, written, posted on a website or other.

The module tutors have a variety of methods for helping you to improve your performance. They will often give you direction prior to the deadline in the form of feed forward pointers based on their experiences of delivering similar learning and assessment before use this to gain a better understanding of what is expected of you.

STUDY SUPPORT

INDUCTION MODULE

All students are expected to complete the non-credit bearing Induction Module before the programme commences. The Induction Module is designed to equip students with the skills they need to study at GABM. The topics covered include:

- Studying at a distance
- Understanding your learning style
- How to manage your time
- Reading actively and critically
- Introduction to the e-library
- Developing academic writing
- Writing in your own words - a guide to how to reference your work

The resources within the Induction Module are available to students throughout the duration of their study with GABM.

STUDENT LEARNING SUPPORT

The Programme is delivered via the online and distance learning and support is provided online giving students' access to GABM tutors and other students worldwide.

The GABM Programme administrator or Director of the academy will act as the main point of contact to students throughot the duration of their Programme. The academic team will guide and support students' learning. Other GABM teams provide support for assignments, exams and technical issues.

Each student, whatever their location, will have access to a wealth of library and online materials to support their studies.

ENGLISH LANGUAGE SUPPORT

English is the common language for all programmes. It is appreciated that some students will need additional support. Therefore, the GABM provideslearning resource to help students whose first language is not English.

ASSESSMENT

Assessment for the course is based primarily on coursework. In some modules tests are used to confirm knowledge and understanding of core concepts. In modules where enquiry-based learning is used, the scenarios adopted will provide the vehicles for the coursework. For the dissertation / thesis module, the assessment is based on an individual piece of research conducted by the student and culminating in the submission of a dissertation / thesis.

Please note that all modules will be assessed. You are expected to attempt all required assessments for each module for which you are registered and to do so, at the times scheduled unless authorized extensions, special arrangements for disability, or extenuating circumstances allow you to defer your assessment.

ACADEMIC PERFORMANCE

Students will receive a written evaluation of their academic progress, performance and professional potential. This evaluation will assist students to define their strength and weakness allowing the student to work on improving the weaker performance areas.

COURSE / MODULE WAIVER

Students requesting course waivers must compile suitable documentation for how the proposed course is comparable. Suitable documentation may include but is not limited to course syllabi, examinations, term papers, bibliographies, textbooks, reading lists and lecture notes. Lack of suitable documentation may result in denied request. Once documentation is compiled, students will request written permissions from their committee and the instructor of the course to be waived. After completing the proceeding steps, students must submit all materials to the academy.

CREDIT SHARING POLICY

If your programme includes more than 200 points, then you may share up to 30% of the total credits with another graduate or designation qualification credential.

PROGRAMME AIMS

PROGRAMME AIMS

The aims of the programme are to establish and develop.

- A critical awareness of contemporary issues in project management informed by leading edge research and practice and the capacity to apply emerging principles and project management skills to standards and unpredictable workplace scenarios.

- A detailed understanding of project management knowledge areas and control methods which can be applied within the project management and engineering processes.

- Effective use of innovative tools, techniques and methodologies as applied to project management and the research process.

- The capacity to undertake and reflect upon strategic and complex decision –making in the project management process.

- Leadership and team skills, personal and interpersonal skills which can be applied to the project management process.

- Relevant skills in order to pursue life-long learning and continuous development in the context of workplace practice, within the subject specialism and international project management.

- The ability to identify, retrieve and assess the rigour and value of published research as the source of alternative perspectives that inform and underpin the project management decision making process and investigate research.

- Creative and innovative approaches to investigate research including the review evaluation and selection with justification of appropriate research methodologies and the communication of findings in an objective, coherent and professional manner.

- Develop the student's research methods and application.

LEARNING OUTCOMES

A. KNOWLEDGE AND UNDERSTANDING LEARNING OUTCOMES

By the end of the Programme students should be able to demonstrate knowledge and understanding of:

- Comprehensively appraise the principles of project management, in the context of contemporary issues and the implementation process in the workplace.

- Critically evaluate contemporary roles and responsibilities of the project manager, together with leadership and organizational skills essential to the discharge of this function in the workplace.

- Select appropriate decision-making and information management tools for project planning and project control.

- Identify, select and critically evaluate appropriate research methodologies relevant to advanced study in the field of project management.

TEACHING/LEARNING METHODS AND STRATEGIES

Module delivery follows a standard format incorporating a range of subject appropriate resources suitable for the online distance learner. This may include, but is not limited to, video visual presentations, interactive case studies and online journals. Modules will be supported by a core e-book. In the Postgraduate Research Project module, self-directed learning and problem solving combined with supervisor consultation further enhances knowledge and understanding, focusing on students' own chosen research topics.

Throughout the programme, students are encouraged to undertake independent study and enquiry to broaden their knowledge and understanding of the subject.

ASSESSMENT METHODS

Formative assessment opportunities and feedback are provided throughout the programme. These vary in format and may include self-assessment assignments and tutor guided discussion. All are designed to motivate and support the student.

Summative assessment methods and formats vary across the modules and are appropriate to the module and its stated learning outcomes.

B. COGNITIVE SKILLS LEARNING OUTCOMES

By the end of the Programme students should be able to demonstrate how to:

- Critically appraise strategic techniques and solutions to project management scenarios and provide innovative solutions to workplace problems.
- Pursue a critical research oriented approach to investigate the application of health and safety, environmental and quality management systems within project environments through review and evaluation of external factors and leading edge research.
- Observe and reflect upon group interaction within simulated exercise.
- Select and apply appropriate methods of data analysis to project management scenarios.

TEACHING/LEARNING METHODS AND STRATEGIES

Students are encouraged to develop and apply their knowledge and understanding through a range of online activities and exercises. These require students to apply research and analysis to construction and project management issues.

ASSESSMENT METHODS

Intellectual skills are assessed through a range of coursework artifacts, examinations and a research project report.

C. PRACTICAL AND PROFESSIONAL SKILLS LEARNING OUTCOMES

By the end of the Programme students should be able to demonstrate how to:

- Critically appraise and evaluate concepts of quality, time and financial management to the process of management.
- Apply appropriate theoretical concepts of project management to contemporary projects.
- Employ appropriate innovative tools and techniques of project management to contemporary project scenarios.
- Review and evaluate methodologies used in a range of research projects and justify the selection of methodologies appropriate to the theoretical perspective or conceptual framework employed in the research.

TEACHING/LEARNING METHODS AND STRATEGIES

Students are encouraged to share knowledge and ideas in relation project management. A range of online activities require students to analyze given information and make reasoned decisions.

ASSESSMENT METHODS

A range of formative assessment activities are utilized to help develop the ability to analyze problems and provide reasoned advice.Summative assessment tests that the students have formulated appropriate strategies for construction and project management.

D. KEY TRANSFERABLE SKILLS LEARNING OUTCOMES

By the end of the Programme students should be able to demonstrate how to:

- Organize tasks to meet priorities and deadlines within a project environment.
- Select appropriate research strategies and tools to undertake an in-depth research project conducted in the field of project management in a workplace situation.
- Apply skills of oral of written communication in the preparation of clear, fully evidenced and referenced reports and cases studies in unbiased and objective form.
- Appraise and evaluate own performance and capabilities through reflective critical analysis

TEACHING/LEARNING METHODS AND STRATEGIES

Students are encouraged to share knowledge and ideas in relation project management. A range of online activities require students to analyze given information and make reasoned decisions.

ASSESSMENT METHODS

A range of formative assessment activities are utilized to help develop the ability to analyze problems and provide reasoned advice.
Summative assessment tests that the students have formulated appropriate strategies for construction and project management.

PROGRAMME STRUCTURE

Module Code	Module	Core / Elective	
PM-101	Introduction to project management	Core	20
PM-102	Evolution of project management	Elective	20
PM-103	Project Management Model	Core	20
PM-104	Industry Trends in project management	Elective	20
PM-105	Project Organization Concepts	Core	20
PM-106	Project Life Cycle Management	Elective	20
PM-107	Project Initiation	Core	20
PM-108	Project Plan Development	Core	20
PM-109	Scope Management	Core	20
PM-110	Schedule Management	Core	20
PM-111	Cost Management	Core	20
PM-112	Quality Management	Core	20
PM-113	Project Communication Management	Core	20
PM-114	Project Stakeholder Management	Elective	20
PM-115	Procurement Management	Elective	20
PM-116	Risk Management	Elective	20
PM-117	Project Execution and Control	Core	20
PM-118	Change Management	Elective	20
PM-119	The Closing Procedures	Core	20

DISTINCTIVE FEATURES OF THE PROGRAMME

- The Induction Module.
- The flexibility to choose the start date.
- Syllabus maps fully to the Global Academy Qualifications Framework.
- The flexibility for students to choose the pace of their study.
- The ability to interact with students from different Programmes and in varied geographical locations locally and internationally via the Mygabm.
- International professional, personal and academic networking opportunities.
- The programme and its syllabus is internationally recognized.
- Availability of interim awards either Graduate Certificate or Graduate Diploma.
- Availability of Designation Qualifications in Construction Management.

PROGRAMME CURRICULUM MAP

Module Code	Graduate Certificate	Graduate Diploma	Certified Project Professional	Certified Project Manager	Certified Project Director
Introduction to project management	✓	✓	✓	✓	✓
Evolution of project management	✗	✗	✗	✓	✓
Project Management Model	✓	✓	✓	✓	✓
Industry Trends in project management	✗	✗	✗	✓	✓
Project Organization Concepts	✓	✓	✓	✓	✓
Project Life Cycle Management	✓	✓	✓	✓	✓
Project Initiation	✓	✓	✓	✓	✓
Project Plan Development	✗	✗	✗	✓	✓
Scope Management	✓	✓	✓	✓	✓
Schedule Management	✓	✓	✓	✓	✓
Cost Management	✓	✓	✓	✓	✓
Quality Management	✗	✓	✓	✓	✓
Project Communication Management	✗	✓	✓	✓	✓
Project Stakeholder Management	✓	✗	✓	✓	✓
Procurement Management	✗	✓	✓	✓	✓
Risk Management	✓	✓	✓	✓	✓
Project Execution and Control	✓	✓	✓	✓	✓
Change Management	✓	✓	✓	✓	✓
The Closing Procedures	✗	✓	✓	✓	✓
Assignments	✓	✓	✓	✓	✓
Project Report - 100 Points	✗	✗	✓	✓	✓
Credit Points	**240**	**280**	**400**	**480**	**480**

ASSESSMENT PATTERN

The GABM global academy consists of variety of assessment modes.

Assessed assignments (in essay , report, problem, case studies or short question format)
Written examination papers.
Project report submission.

The exact combination of assessment vary from programme to programme and from module to module.

Graduate certificate in Project management	1 Assignment	240
Graduate Diploma in Project management	2 Assignments	280
Certified Project Professional (CPP)	3 Assignments	400
Certified Project Manager (CPM)	3 assignments with project report	480
Certified Project Director (CPD)	3 assignments with project report	480

Note: Assignments and patterns are subject to change without notice; candidates are required to contact office of executive education and professional certification of the academy for respective programme before start of the course.

MODULE DESCRIPTIONS

Module Code	**PM – 101**
Module Title	**Introduction to project management**
Credit Value	**20**
Pre-requisites	**None**
Co-requisites	**None**
Prohibited combinations	**None**
Telephone	**080 – 26591957**
Email	**studentsupport@mygabm.com**

MODULE DESCRIPTION

This module is an introduction to project management.

MODULE LEARNING OUTCOMES

- Define and give the introduction to project management.

- Explain the role of project management

- Define the success of management through project management.

- Define and explain context of organization and its structure.

MODULE SYLLABUS

a.	Introduction
b.	Project management
c.	Role of project management
d.	Project manager skills
e.	Success management
f.	Text context and organization
g.	Text Structure

MODULE DESCRIPTIONS

Module Code	PM – 102
Module Title	Evolution of Project management
Credit Value	20
Pre-requisites	None
Co-requisites	None
Prohibited combinations	None
Telephone	080 – 26591957
Email	studentsupport@mygabm.com

MODULE DESCRIPTION

This module is an evolution of project management.

MODULE LEARNING OUTCOMES

- Define the evolution of project management.
- Explain early history of project management.
- Define the application of analytical science.
- Define theories of Frederick Taylor and scientific management
- Define theory of Henry Gant, Mary parker Follett, Elton Mayo.
- Explain the phases of project management evolution.
- Define challenges of project management.
- Define benefits of project management.

MODULE SYLLABUS

a.	Introduction
b.	Early history of project management
c.	Application of analytical science
d.	Frederick Taylor and scientific management
e.	Frank and Lillian gilbreth
f.	Henry Gantt
g.	Mary parker Follett
h.	Elton Mayo
i.	Phases of project management evolution
j.	Project management challenges
k.	Project management benefits

MODULE DESCRIPTIONS

Module Code	PM – 103
Module Title	Project Management Model
Credit Value	20
Pre-requisites	None
Co-requisites	None
Prohibited combinations	None
Telephone	080 – 26591957
Email	studentsupport@mygabm.com

MODULE DESCRIPTION

This module is about project management model.

MODULE LEARNING OUTCOMES

- Explain introduction to project management model.
- Define the evolution of project management model.
- Define ancillary standard and certifications of project management.
- Define structure of PMBOK guide.
- Explain knowledge areas defined in PMBOK guide.
- Define overall process of project management.

MODULE SYLLABUS

a.	Introduction
b.	Evolution of PMI model
c.	Ancillary standards and certifications
d.	Structure of PMBOK guide model
e.	Knowledge areas
f.	Overall process view

MODULE DESCRIPTIONS

Module Code	PM – 104
Module Title	Industry trends in project management
Credit Value	20
Pre-requisites	None
Co-requisites	None
Prohibited combinations	None
Telephone	080 – 26591957
Email	studentsupport@mygabm.com

MODULE DESCRIPTION

This module is about Industry trends in project management

MODULE LEARNING OUTCOMES

- Explain standardizing project management.
- Define enterprise project management.
- Define enterprise project management in operations.
- Explain implementations and advantages of enterprise project management.
- Describe other trends impacting the project management.

MODULE SYLLABUS

a.	Standardizing project management
b.	Enterprise project management
c.	EPM in operation
d.	Implementation and advantages of EPM
e.	Others trends impacting project management
f.	Project management perspective.

MODULE DESCRIPTIONS

Module Code	PM -105
Module Title	Project organization Concepts
Credit Value	20
Pre-requisites	None
Co-requisites	None
Prohibited combinations	None
Telephone	080 - 26591957
Email	studentsupport@myglobalacademy.org

MODULE DESCRIPTION

This module is about project organization concepts.

MODULE LEARNING OUTCOMES

- Define the role of project manager.
- Explain the reporting relationships in project management.
- Define team resources in project organization.
- Define team productivity in project organization.
- Explain team's physical location issues in project organization.
- Define team dynamics in project organization.
- Define virtual organizations.
- Define organizational culture.

MODULE SYLLABUS

a.	PM role
b.	Reporting relationships
c.	Team resources
d.	Team productivity and size
e.	Teams physical location issues
f.	Team dynamics
g.	Virtual organizations
h.	Organizational culture

MODULE DESCRIPTIONS

Module Code	PM -106
Module Title	Project life cycle management
Credit Value	20
Pre-requisites	None
Co-requisites	None
Prohibited combinations	None
Telephone	080 - 26591957
Email	studentsupport@myglobalacademy.org

MODULE DESCRIPTION

This module is about project life cycle management.

MODULE LEARNING OUTCOMES

- ·Define project life cycle models.
- ·Explain the overview of project management methodologies and vocabulary.
- ·Define key project management artifacts.

MODULE SYLLABUS

a.	Life cycle models
b.	Overview of project methodologies
c.	Methodology and vocabulary
d.	Key project management artifacts

MODULE DESCRIPTIONS

Module Code	PM -107
Module Title	Project initiation
Credit Value	20
Pre-requisites	None
Co-requisites	None
Prohibited combinations	None
Telephone	080 - 26591957
Email	studentsupport@myglobalacademy.org

MODULE DESCRIPTION

This module is about Project initiation

MODULE LEARNING OUTCOMES

- Define introduction to project initiation.
- Explain expanding the project vision.
- Define project origins.
- Define business case documentation of the vision of the project.
- Define organizational and management review on the business case.
- Describe about formal project charter.
- Define preliminary scope statement of the project.

MODULE SYLLABUS

a.	Introduction
b.	Expanding the project vision
c.	Project initiation
d.	Project origins
e.	Business case – documentation of the vision
f.	Organizational review
g.	Management review
h.	Formal charter signed
I.	Preliminary scope statement

MODULE DESCRIPTIONS

Module Code	PM -108
Module Title	Project plan development
Credit Value	20
Pre-requisites	None
Co-requisites	None
Prohibited combinations	None
Telephone	080 - 26591957
Email	studentsupport@myglobalacademy.org

MODULE DESCRIPTION

This module is about Project plan development

MODULE LEARNING OUTCOMES

- ·Define introduction to planning philosophy arguments.
- ·Explain conflicting expectation in project plan development.
- ·Define overlooking the solution in project plan development.
- ·Define competing solutions.
- ·Explain misaligned goals in project plan development.
- ·Define quality solutions.
- ·Define project monitoring and control.
- ·Explain plan process and components.
- Define plan artifacts and conclusion on project plan development.

MODULE SYLLABUS

a.	Planning philosophy arguments
b.	Conflicting expectations
c.	Overlooking the real solution
d.	Competing solutions
e.	Misaligned goals
f.	Quality solutions
g.	Project monitoring and control
h.	Plan process and components
I.	Plan artifacts
j.	Conclusion

MODULE DESCRIPTIONS

Module Code	PM -109
Module Title	Scope management
Credit Value	20
Pre-requisites	None
Co-requisites	None
Prohibited combinations	None
Telephone	080 - 26591957
Email	studentsupport@myglobalacademy.org

MODULE DESCRIPTION

This module is about Scope management

MODULE LEARNING OUTCOMES

- Define introduction to project scope management.
- Define project work units in scope statement.
- Define planning variables.
- Develop the total project view.
- Define WBS dictionary and mechanics and number scheme of WBS.
- Define tracking status of the project.
- Describe WBS construction checklist.

MODULE SYLLABUS

a.	Introduction
b.	Defining project work units
c.	The project meeting
d.	Multiple WPS
e.	Developing the total project view
f.	Developing project WBS
g.	WBS dictionary
h.	WBS mechanics
l.	WBS numbering scheme
j.	Other WBS views
k.	Tracking status of the project
l.	WBS construction checklist
m.	Requirements "ibilities"
n.	Moving forward

MODULE DESCRIPTIONS

Module Code	PM -110
Module Title	Schedule management
Credit Value	20
Pre-requisites	None
Co-requisites	None
Prohibited combinations	None
Telephone	080 - 26591957
Email	studentsupport@myglobalacademy.org

MODULE DESCRIPTION

This module is about Schedule management

MODULE LEARNING OUTCOMES

- Describe introduction to schedule management.
- Define project activities.
- Explain activity sequencing.
- Explain how to estimate activity resources.
- Explain how to estimate activity duration.
- Discuss the tips for accurate estimating.
- Describe types of estimates.
- List and explain estimating techniques.
- Explain activity sequencing.
- Describe time calculation.
- Explain network mechanics.
- List how to establish project activity sequencing.
- Explain forward and backward pass calculation.
- Define critical path.
- Explain how to manipulate activity results.
- Explain formatting activity results.
- Understand which activity format wins.

MODULE SYLLABUS

a.	Introduction	j.	Time calculation
b.	Defining project activities	k.	Estimating checklist
c.	Activity sequencing	l.	Network mechanics
d.	Estimating activity resources	m.	Establishing the project activity sequencing
e.	Activity duration estimating	n.	Forward pass calculation
f.	Tips for accurate estimating	o.	Backward pass calculation
g.	Types of estimates	p.	Defining critical path
I.	Estimating techniques	q.	Manipulating activity results
j.	Activity sequencing	s.	Formatting activity results
k.	Time calculation	t.	Which diagram format wins?

MODULE DESCRIPTIONS

Module Code	PM -111
Module Title	Cost management
Credit Value	20
Pre-requisites	None
Co-requisites	None
Prohibited combinations	None
Telephone	080 - 26591957
Email	studentsupport@myglobalacademy.org

MODULE DESCRIPTION

This module is about Cost management

MODULE LEARNING OUTCOMES

- Describe introduction to cost management.
- Explain project cost planning basics.
- Explain how to plan cost.
- Describe cost accuracy.
- Describe what organizational overhead.
- Describe how to align scope, time and cost.
- Explain indirect costs.
- Explain resource alignment.
- Describe budget reserves.
- Describe why resources have different colors.
- Explain management approval of cost and its baselines.

MODULE SYLLABUS

a.	Introduction
b.	Project cost planning basics
c.	Cost planning
d.	Cost accuracy
e.	Organizational overhead
f.	Scope, time and cost alignment
g.	Indirect costs
h.	Resource alignment
I.	Budget reserves
j.	Resources have different colors
k.	Management approval and baselines

MODULE DESCRIPTIONS

Module Code	PM – 112
Module Title	Quality Management
Credit Value	20
Pre-requisites	None
Co-requisites	None
Prohibited combinations	None
Telephone	080 - 26591957
Email	studentsupport@myglobalacademy.org

MODULE DESCRIPTION

This module is about Quality management

MODULE LEARNING OUTCOMES

- Describe the introduction to quality management.
- Explain evolution of quality and its definition.
- What is project quality management and its perspective
- Explain quality planning in a project and its implications.
- Define quality management components
- Explain how to implement a quality plan in a project.
- Define quality assurance and quality control and their operational roles.
- Define Quality Gurus
- List quality management programs
- Explain steps to evaluate quality
- Explain benchmarking and continuous improvement.
- List the difference between failure mode and effect analysis.
- List quality tools
- List quality analysis techniques.
- Describe organizational roles and responsibilities in quality management.
- Explain future of quality management
- Describe quality worksheet

MODULE SYLLABUS

a.	Introduction
b.	Evolution of quality
c.	Definition of quality
d.	Project quality management
e.	Quality perspective
f.	Implications of project planning
g.	Quality planning
h.	Quality management components

I.	Quality definition
j.	Implementing a quality plan
k.	Quality assurance
l.	Quality control
m.	QA vs. QC operational roles
n.	Quality gurus
o.	Quality management programs
p.	Evaluating quality
q.	Benchmarking
r.	Continuous improvement
s.	Failure mode and effect analysis
t.	Quality tools
u.	Other quality analysis techniques
v.	Organizational roles and responsibilities
w.	Implementation issues in quality management
x.	Future of quality management
y.	Quality worksheet experience

MODULE DESCRIPTIONS

Module Code	PM – 113
Module Title	Project communications
Credit Value	20
Pre-requisites	None
Co-requisites	None
Prohibited combinations	None
Telephone	080 - 26591957
Email	studentsupport@myglobalacademy.org

MODULE DESCRIPTION

This module is about Project communications

MODULE LEARNING OUTCOMES

- Describe the introduction to project communications.
- Explain a case study of engaging employees.
- Describe communication management process.
- Define communication plan
- Describe how to distribute information.
- Describe how to report performance.
- List human communication models.
- Describe communication channels
- Explain how to improve the effectiveness of communication
- Detail effective listening
- List the barriers of effective communication
- List the difference between communication tensions and communication styles.
- Describe communication goals.

MODULE SYLLABUS

a.	Introduction
b.	Engaging employees : a case study
c.	Communication management process
d.	Plan communication
e.	Distribute information
f.	Report performance
g.	Human communications model
h.	Communication channels
I.	Communicating information
j.	Improving the effectiveness of communication

k.	Effective listening
l.	Barriers to effective communication
m.	Communication tension
n.	Communication styles
o.	Communication : The impossible goal

MODULE DESCRIPTIONS

Module Code	PM -114
Module Title	Project stakeholder management
Credit Value	20
Pre-requisites	None
Co-requisites	None
Prohibited combinations	None
Telephone	080 - 26591957
Email	studentsupport@myglobalacademy.org

MODULE DESCRIPTION

This module is about Project stakeholder management

MODULE LEARNING OUTCOMES

- Define introduction to project stakeholder management.
- Explain how to identify stakeholders.
- Describe how to classify stakeholder.
- Explain how to manage stakeholder engagement.
- Explain adoption and organizational change management.

MODULE SYLLABUS

a.	Introduction
b.	Identifying stakeholders
c.	Stakeholder classification
d.	Managing stakeholder engagement
e.	Adoption and organizational change management

p	Lump sum / fixed price
q	Unit price / measure and value
r	Cost plus
s	Variations of basic cost plus
t	Time and materials

MODULE DESCRIPTIONS

Module Code	PM -115
Module Title	Procurement management
Credit Value	20
Pre-requisites	None
Co-requisites	None
Prohibited combinations	None
Telephone	080 - 26591957
Email	studentsupport@myglobalacademy.org

MODULE DESCRIPTION

This module is about Procurement management

MODULE LEARNING OUTCOMES

- Describe the introduction to procurement management.
- Explain make or buy decisions
- Describe procurement management process.
- Describe how to plan for procurement.
- Explain conduct procurements.
- Explain bidding process.
- Describe the procedures for selecting sellers.
- Describe how to negotiate the contracts.
- Define contracts.
- Explain how to administer procurements.
- Explain how to audit procurements.
- Explain contract review and reporting.
- Describe closing process of procurements.

MODULE SYLLABUS

a.	Introduction	l.	Procurement audits
b.	Procurement management	m.	Contract review and reporting
c.	Make or buy decisions	n.	Close procurements
d.	Procurement management process		
e.	Planning for procurement		
f.	Conduct procurements		
g.	Bidding processes		
h.	Selecting sellers		
I.	Contract negotiation		
j.	Contracts		
k.	Administer procurements		

MODULE DESCRIPTIONS

Module Code	PM -116
Module Title	**Risk management**
Credit Value	**20**
Pre-requisites	**None**
Co-requisites	**None**
Prohibited combinations	**None**
Telephone	**080 - 26591957**
Email	**studentsupport@myglobalacademy.org**

MODULE DESCRIPTION

This module is about Risk management

MODULE LEARNING OUTCOMES

- Describe the introduction to risk management
- List the terms in risk management.
- Explain risk management planning.
- Explain risk identification.
- Describe qualitative and quantitative risk analysis.
- Explain risk assessment.
- Explain risk response planning.
- Describe risk contingency budget.
- Describe risk monitoring and control.

MODULE SYLLABUS

a.	Introduction
b.	Risk terms
c.	Risk management planning
d.	Risk identification
e.	Qualitative and quantitative risk analysis
f.	Risk assessment
g.	Risk response planning
h.	Risk contingency budget
I.	Risk monitoring and control

MODULE DESCRIPTIONS

Module Code	PM -117
Module Title	Project execution and control
Credit Value	20
Pre-requisites	None
Co-requisites	None
Prohibited combinations	None
Telephone	080 - 26591957
Email	studentsupport@myglobalacademy.org

MODULE DESCRIPTION

This module is about Project execution and control

MODULE LEARNING OUTCOMES

- Describe the introduction to project execution and control.
- List magic twelve success indicators.
- Explain human interface.
- Describe managing the projects
- Explain human relations and communication issues.

MODULE SYLLABUS

a.	Introduction
b.	Magic twelve success indicators
c.	The human interface
d.	Managing the projects
e.	Human relations and communication issues

MODULE DESCRIPTIONS

Module Code	PM -118
Module Title	Change management
Credit Value	20
Pre-requisites	None
Co-requisites	None
Prohibited combinations	None
Telephone	080 - 26591957
Email	studentsupport@myglobalacademy.org

MODULE DESCRIPTION

This module is about Change management

MODULE LEARNING OUTCOMES

- Explain introduction to change management.
- Describe integrated change control process.
- Explain change control system
- Describe configuration management.
- Explain change management workflow.
- Describe external communication issues.
- What is change request checklist.

MODULE SYLLABUS

a.	Introduction
b.	Integrated change control
c.	Change control system
d.	Configuration management
e.	Change management workflow
f.	External communications issues
g.	Change request checklist

MODULE DESCRIPTIONS

Module Code	PM -119
Module Title	The closing process
Credit Value	20
Pre-requisites	None
Co-requisites	None
Prohibited combinations	None
Telephone	080 - 26591957
Email	studentsupport@myglobalacademy.org

MODULE DESCRIPTION

This module is about The closing process

MODULE LEARNING OUTCOMES

- Explain project implementation review.
- Describe how to terminate the project normally.
- Describe how to terminate the project abnormally.
- Describe termination model.
- List project termination checklist.
- Explain the difference between project team and client relationship
- Explain how to create lessons learned
- How to build lessons learned report.
- Describe project team celebration.

MODULE SYLLABUS

a.	Project implementation review
b.	Normal project termination
c.	Abnormal termination
d.	Termination model
e.	Project termination checklist
f.	Project team and client relationship
g.	Creating lessons learned documentation
h.	Lessons learned report
I.	Project team celebration