

**City University of Hong Kong
Course Syllabus**

**offered by Department of Advanced Design and Systems Engineering
with effect from Semester A 2021/22**

Part I Course Overview

Course Title: Project Management

Course Code: SEEM4024

Course Duration: One Semester

Credit Units: 3

Level: B4

Arts and Humanities

Study of Societies, Social and Business Organisations

Proposed Area:
(for GE courses only)

Science and Technology

Medium of Instruction: English

Medium of Assessment: English

Prerequisites:
(Course Code and Title) Students must complete a minimum of 45 credits to be eligible

Precursors:
(Course Code and Title) Nil

Equivalent Courses:
(Course Code and Title) MEEM4024 Project Management

Exclusive Courses:
(Course Code and Title) Nil

Part II Course Details

1. Abstract

(A 150-word description about the course)

This course aims to develop the students' understanding and ability to evaluate, plan and manage engineering and manufacturing projects.

2. Course Intended Learning Outcomes (CILOs)

(CILOs state what the student is expected to be able to do at the end of the course according to a given standard of performance.)

No.	CILOs [#]	Weighting* (if applicable)	Discovery-enriched curriculum related learning outcomes (please tick where appropriate)		
			A1	A2	A3
1.	Explain the requirements and the importance of project management in an industrial organization.	30%	√	√	
2.	Describe the difficulties and problems faced in contemporary project environment.	25%	√	√	
3.	Analyze and explain the common causes and modes of handling conflicts in project management.	10%	√	√	
4.	Identify project opportunities, evaluate project feasibility and initiate and terminate projects.	10%	√	√	
5.	Use project management techniques such as Gantt Charts, WBS, CPM/PERT network planning, resource levelling and software tools to plan, schedule, monitor and control project activities.	25%	√	√	
		100%			

* If weighting is assigned to CILOs, they should add up to 100%.

Please specify the alignment of CILOs to the Gateway Education Programme Intended Learning outcomes (PILOs) in Section A of Annex.

A1: Attitude

Develop an attitude of discovery/innovation/creativity, as demonstrated by students possessing a strong sense of curiosity, asking questions actively, challenging assumptions or engaging in inquiry together with teachers.

A2: Ability

Develop the ability/skill needed to discover/innovate/create, as demonstrated by students possessing critical thinking skills to assess ideas, acquiring research skills, synthesizing knowledge across disciplines or applying academic knowledge to self-life problems.

A3: Accomplishments

Demonstrate accomplishment of discovery/innovation/creativity through producing /constructing creative works/new artefacts, effective solutions to real-life problems or new processes.

3. Teaching and Learning Activities (TLAs)

(TLAs designed to facilitate students' achievement of the CILOs.)

TLA	Brief Description	CILO No.					Hours/week (if applicable)
		1	2	3	4	5	
Lecture	Large class activity.	√	√	√	√	√	26 hrs/semester
Tutorial	Case study, group work.	√	√	√	√	√	13 hr/semester
Self Work	(i) Case Study and (ii) Review Questions	√	√	√	√	√	50 hrs/semester
Term Paper	Term paper/mini project.	√	√	√	√	√	13 hrs/semester
Consultation hours	Consultation hours will be used to facilitate discussions of various issues related to the lecture materials and tutorial questions.	√	√	√	√	√	1 hour/week

4. Assessment Tasks/Activities (ATs)

(ATs are designed to assess how well the students achieve the CILOs.)

Assessment Tasks/Activities	CILO No.					Weighting*	Remarks
	1	2	3	4	5		
Continuous Assessment: 50%							
<u>Case Study</u> The case studies require the students to practise and review what is learned in the subject in a more integrative manner.	√	√	√	√	√	10%	
<u>Review Questions</u> The review questions allow the students to practise what is learned from the lectures and assess the degree of their understanding of the subject in the form of short exercises.	√	√	√	√	√	10%	
<u>Term Paper</u> The term paper provides the students with hand-on practice of the subject and the experience of a real and messy project management making environment. Students will work in groups, prepare and deliver presentations on selected topics	√	√	√	√	√	30%	
Examination: 50% (duration: 2 hours)							
<u>Examination</u> Students will be assessed via the examination their understanding of concepts learned in class, textbook and their ability to apply subject-related knowledge.	√	√	√	√	√	50%	
						100%	

*The weightings should add up to 100%.

To reflect the CILO's listed above, individual coursework and group work during tutorials that requires the students to understand and apply the project management concepts and techniques learned in lectures will be assigned and continuously evaluated. The overall assessment gives equal weighting to coursework and examination to emphasize the equal importance of continuous learning and final examination.

For a student to pass the course, at least 30% of the maximum mark for the examination should be obtained.

5. Assessment Rubrics

(Grading of student achievements is based on student performance in assessment tasks/activities with the following rubrics.)

Assessment Task	Criterion	Excellent (A+, A, A-)	Good (B+, B, B-)	Fair (C+, C, C-)	Marginal (D)	Failure (F)
1. Course work	Case Study	High	Significant	Moderate	Basic	Not even reaching marginal levels
	Review Questions	High	Significant	Moderate	Basic	Not even reaching marginal levels
	Term Paper.	High	Significant	Moderate	Basic	Not even reaching marginal levels
2. Examination	Closed-book examination.	High	Significant	Moderate	Basic	Not even reaching marginal levels

Part III Other Information (more details can be provided separately in the teaching plan)

1. Keyword Syllabus

(An indication of the key topics of the course.)

- Project Environment and the World of Project Management
- Project Organization, Team and Manager
- PERT/CPM Project Planning and Scheduling
- Project Monitoring and Controlling
- Project Resources and Budgeting
- Evaluating and Terminating Project
- Handling Conflicts in Project Management

2. Reading List

2.1. Compulsory Readings

(Compulsory readings can include books, book chapters, or journal/magazine articles. There are also collections of e-books, e-journals available from the CityU Library.)

1.	Course notes and assignment handouts
2.	Mantel S.J. Jr. et al, Project Management in Practice, John Wiley, Second Ed., 2005

2.2. Additional Readings

(Additional references for students to learn to expand their knowledge about the subject.)

1.	Meredith J.R. & Mantel S.J. Jr., Project Management:- A Managerial Approach, John Wiley, 5th Ed., 2003
2.	Kerzner H., Project Management:- A Systems Approach to Planning, Scheduling, and Controlling, 6th Edition, Van Nostrand Reinhold, 1997
3.	International Journal of Project Management and other online learning materials are available from CityU Library