BSc (Hons) Project Management

Material Information Summary for 2019/20 Entrants

Confirmed at 15th January 2019

General Information

Award
Bachelor of Science (with Honours) Project Management

Contained Awards
Bachelor of Science Project Management
Diploma of Higher Education in Project Management
Certificate of Higher Education in Project Management

Awarding Body
Leeds Beckett University

Level of Qualification & Credits
Level 6 of the Framework for Higher Education Qualifications, with 120 credit points at each of Levels 4, 5 and 6 of the UK Credit Framework for Higher Education (360 credits in total)

Course Lengths & Standard Timescales

The standard start date for Leeds Beckett University induction week is reproduced below and relates to the majority of students starting a course in September 2019. A proportion of courses have alternate start dates which are displayed on the online prospectus and additionally will be notified to the students concerned via the offer letter. Non-September starters will also have their start dates confirmed in their offer letters.

- 3 years (full time, campus based)
  Starts 23rd September 2019 / End June 2022
- 6 years (part time, campus based)
  Starts 23rd September 2019 / End June 2025
- 4 years (full time, campus based with one year work placement)
  Starts 23rd September 2019 / End June 2023
- 5 years (part time, campus based)
  Starts 23rd September 2019 / End June 2024

Part Time Study
PT delivery is usually at half the intensity of the FT equivalent course, although there may be flexibility to increase your pace of study to shorten the overall course duration. Some modules may be delivered in a different
sequence to that advertised within this Course Specification but the modules offered within each level are as advertised. Please note that the work placement option is not available to PT students.

Location(s) of Delivery
City Campus, Leeds (plus location of work placement, if applicable)

Entry Requirements
Admissions criteria are confirmed in your offer letter. Details of how the University recognises prior learning and supports credit transfer are located here: http://www.leedsbeckett.ac.uk/studenthub/recognition-of-prior-learning/

Course Fees
Course fees and additional course costs are confirmed in your offer letter.

Timetable Information
Timetables will be made available to students during induction week via:

i) The Student Outlook Calendar
ii) The Student Portal
iii) The Leeds Beckett app

Any difficulties relating to timetabled sessions can be discussed with your Course Administrator.

Policies, Standards and Regulations
http://www.leedsbeckett.ac.uk/public-information/

There are no additional or non-standard regulations which relate to your course.

Key Contacts

Your Course Director
Mark Laurillard

Your Academic Advisor
Each Student will be allocated an Academic Advisor once they commence their studies at the University. The Academic Advisor will be a member of the Surveying, Construction & Project Management Academic Staff.

Your Course Administrator
Thom Day

Placement Information

Summary
Leeds Beckett is dedicated to improving the employability of our students and one of the ways in which we do this is to support our students to gain valuable work experience through work-based placements. Our placement teams have developed strong links with organisations, many of whom repeatedly recruit our students into excellent placement roles and the teams are dedicated to supporting students through every stage of the placement process. More information about the many benefits of undertaking a work
Length

For students following the 4 year sandwich course there is a 48 week placement, undertaken between year 2 and year 3 (level 5 and Level 6)

Location

Placements can be anywhere within the UK, as appropriate depending on the organisation, sector and nature of the project work. International placements may be suitable and will be assessed on an individual basis

Professional Accreditation or Recognition Associated with the Course

Professional Body

Association for Project Management (APM)

https://www.apm.org.uk/qualifications-and-training/accreditation/accredited-academic-organisations/

How is Accreditation/ Recognition Achieved?

The Association for Project Management accredit the course to ensure it meets professional standards and prepares students for the careers in line with best practice. Following graduation and experience, graduates will be able to apply for full membership and then chartered status. This enhances the professional standing of the individual and their career prospects.

Course Accreditation/ Recognition Period

From 05/07/2017 to 04/07/2020

Course Overview

Aims

The aims of the programme are to enable students to develop project management skills and competencies enabling them to become more creative, analytical problem solvers and acquire an ability to synthesise information to resolve conflicts and therefore fulfil the multidisciplinary role of a Project Manager. One key aspect of the BSc (Hons) Project Management degree programme is its generic nature; this allows students to study the principles and practices which can be applied to any area of business and organisational life. Examples of graduates who are employed in the following areas: Finance and Banking, NHS, Construction, technology, Insurance, Engineering, Public sector, and Voluntary sector.

Course Learning Outcomes

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

1 Develop knowledge and understanding of the principles, roles, and techniques of project management.
Apply key concepts, theories, and principles to create, define, and control a project using a range of technologies and analytical tools to arrive at a solution.

Recognise and apply relevant project management skills and analytical tools and apply them to a range of projects and project specialisms, such as: Planning and Scheduling, Negotiation and People Management.

Demonstrate knowledge, understanding, critical thinking, and analysis of fundamental issues relating to a project management practitioner.

Gather and summarise information, cite evidence and critically evaluate proposals to inform the management and scheduling of projects. Using project management software and methodologies.

Use a range of skills appropriate to the working environment – including working effectively with others, using appropriate contemporary digital technologies, and communicating effectively with stakeholders orally, and in writing.

**Teaching and Learning Activities**

The course is delivered in relation to the mode of study chosen by the student. Part Time is typically delivered during one day of the week which may also include the evening. Lectures use the full range of the Leeds Beckett Learning and Teaching Strategy, some of which include: project case study teaching, simulation of project scenarios, interactive workshops, experiments where students can apply direct learning from the scenario, group observations and presentation.

Teaching material is provided electronically via VLE to enable remote access. Hand-in of Coursework is wherever possible, done electronically in line with university policy.

All course modules are placed on the University’s virtual learning environment, VLE to enable remote access.

VLE enables students to engage with the course anytime and anywhere. As well as providing an electronic repository for learning material, it provides an additional means of communication with other students and staff; it promotes technology enhanced learning, digital literacy and can be used for assessment purposes. Libraries and Learning Innovation (LLI) and Information, Media and Technology Services (IMTS) play a key role in the student and staff experience at Leeds Beckett. The library, computing, information systems, reprographic, media and learning technology services support the teaching, learning and research needs of staff, as well as students.

Integrated library, computing, and media facilities are provided on each of the University’s campuses at City Campus and Headingley.

The Library opens 24 hours every day of the year providing over 2100 study places of which approximately 800 offer access to computing or multi-media facilities. Wireless networking is available throughout the Library and across much of the University’s estate and wireless enabled laptop PCs are available for loan within The Library.

**Your Modules**

*(Correct for students progressing through the programme within standard timescales. Students who are required to undertake repeat study may be taught alternate modules which meet the overall course learning outcomes. Details of module delivery will be provided in your timetable).*
Level 4 Core Modules (2019/20 for FT students and 2019/20 and 2020/21 for standard PT students)

- Principles of Project Management
- Project Practice
- Construction Economics
- Contemporary Projects
- Procurement, Tendering and Valuation
- Law in the Built Environment

Level 5 Core Modules (2020/21 for FT students and 2021/22 and 2022/23 for standard PT students)

- Risk & value
- Project teams
- Planning & scheduling
- Project methodologies
- Interdisciplinary Practice

Level 5 Option Modules (delivery years as per Level 6 core modules above)

*The following option modules are indicative of a typical year. There may be some variance in the availability of option modules*

- Project Decision-Making (FT only)
- Work-based learning (PT only)

Level 6 Core Modules (2021/22 for FT students, 2022/23 for sandwich placement students and 2023/24 and 2024/25 for standard PT students)

- Advanced planning & tracking
- Research Paper
- Major Project 1 (taught element)
- Inter-Professional Studies
- Major Project 2 (student-led)
- Projects & Organisation Strategy
Assessment Balance and Scheduled Learning and Teaching Activities by Level

The assessment balance and overall workload associated with this course are calculated from core modules and a sample of option module choices undertaken by a typical student. They have been reviewed and confirmed as representative by the Course Director.

A standard module equates to 200 notional learning hours, which may be comprised of teaching, learning and assessment, placement activities and independent study. Sandwich placement years spent out of the University are not be included in the calculation unless they are credit bearing and attributed to a level of the course. Modules may have more than 1 component of assessment.

<table>
<thead>
<tr>
<th>Assessment Balance</th>
<th>Level 4</th>
<th>Level 5</th>
<th>Level 6</th>
</tr>
</thead>
<tbody>
<tr>
<td>Examination</td>
<td>30%</td>
<td>10%</td>
<td>-</td>
</tr>
<tr>
<td>Coursework</td>
<td>65%</td>
<td>90%</td>
<td>75%</td>
</tr>
<tr>
<td>Practical</td>
<td>5%</td>
<td>-</td>
<td>25%</td>
</tr>
<tr>
<td>Overall Workload</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Teaching, Learning and Assessment</td>
<td>204 hours</td>
<td>245 hours</td>
<td>205 hours</td>
</tr>
<tr>
<td>Independent Study</td>
<td>996 hours</td>
<td>955 hours</td>
<td>995 hours</td>
</tr>
<tr>
<td>Placement</td>
<td>-</td>
<td>-</td>
<td>-</td>
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</tbody>
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Learning Support

If you have a question or a problem relating to your course, your Course Administrator is there to help you. Course Administrators work closely with academic staff and can make referrals to teaching staff or to specialist professional services as appropriate. They can give you a confirmation of attendance letter, and a transcript. You may also like to contact your Course Rep or the Students’ Union Advice team for additional support with course-related questions.

If you have any questions about life at our University in general, call into or contact the Student Hub on either campus to speak to our Student Experience Team. This team, consisting of recent graduates and permanent staff, are available to support you throughout your time here. They will make sure you have access to and are aware of the support, specialist services, and opportunities our University provides. There is a Student Hub on level 1 of the Rose Bowl at City Campus and one in Campus Central at Headingley. You can also find the team in the Gateway in the Leslie Silver Building at City Campus. The telephone number is 0113 812 3000, and the e-mail address is StudentHub@leedsbeckett.ac.uk.

Within MyBeckett you will see two tabs (Support and Opportunities) where you can find online information and resources for yourselves. The Support tab gives you access to details of services available to give you academic and personal support. These include Library Services, the Students’ Union, Money advice, Disability advice and support, Wellbeing, International Student Services and Accommodation. There is also an A-Z of Support Services, and access to online appointments/registration.

The Opportunities tab is the place to explore the options you have for jobs, work placements, volunteering, and a wide range of other opportunities. For example, you can find out here how to get help with your CV, prepare
for an interview, get a part-time job or voluntary role, take part in an international project, or join societies closer to home.