



## 2010957 Business Project Management

<b>Course Code</b>	2010957	<b>Course Name</b>	Business Project Management	
<b>Instructor</b>	Rongyong Zhao	<b>Guest Speaker</b>	TBA	
<b>Course delivery</b>	Lectures	Interactive Seminars	Outreach Workshop	Field Trip(s)
	√	√		
	Tutorials	Projects	Presentations	Group Activities
	√		√	√
<b>Academic Credits</b>	This course is worth 7.5 ECTS points.			
<b>Total Teaching Hours</b>	48 hours			
<b>Prerequisite</b>	The course is open for postgraduate business students.			
<b>Mode of Teaching</b>	Virtual and In person class options available.			

## Course Description

This course examined the framework for delivering successful project outcomes.

Topics covers project management lifecycle: Project initiation, Project planning, Project execution, Project monitoring, controlling and Project closure; and Project scope management, Project time management, Project cost management, Project quality management, Project human resource management, stakeholder communication management, risk management and more.

Students are also required to form project teams and manage a simulated project throughout the teaching period.

## Brief Schedule and Topics

- Introduction
- Project initiation
- Project planning
- Project execution
- Project monitoring and controlling
- Project closure
- Project scope management
- Project time management
- Project cost management
- Project quality management
- Project human resource management
- Project communication management
- Project risk management
- Project procurement management
- Project stakeholder management
- Project integration management

## Learning Objective

By the end of this course you should be able to:

- Understand how effective project management contributes to organizational objectives
- Explain issues relating to project scope, schedule, resource and risk management
- Discuss various types of project costs and apply common project estimation, evaluation and control techniques
- Apply appropriate project reporting and communication techniques
- Appreciate the complexity of managing a project within an organisation and through the organisation's changes.
- Outline the key stakeholders and identify methods in handling stakeholder pressure on both a local and international scale.
- Discuss and propose strategies which may be used in effectively communicating with different stakeholders both in written and oral communication.
- Provide strategies to manage and lead a team during the different stages of a project and

In light of the significant uncertainty surrounding the COVID-19 pandemic, this course offers both virtual and In person class options.

- provide recommendations for resolving conflicts which may arise.
- Discuss the ethical and sustainable theories relevant to practical projects and the frameworks in place.

## Requirements

The course is open for postgraduate business students.

## Reference Books

Linton, T (2014), Project Management Essentials, Cengage Learning

Academic journal articles and handouts on specific topics will be used to supplement the textbook and lecture material.

Course materials (including lecture notes, supplementary readings and solutions to assignment questions) are handed out during the class.

## Assessments

\*Details of assessments will be announced in class.

Assessments in this course include:

### **Individual report (20%)**

An individual essay for a proposed project is to be developed, more details are to be announced in class.

### **Group project (group)(35%) + Presentation (group)(15%)**

Students will be allocated into groups to complete a group project relating to course topics. They are required to work collaboratively with each other to complete this task and present it to the class through a speech.

### **Final Exam(30%)**

A final exam in the form of Multiple Choice and short answer questions.

## Detailed Daily Schedule (TBC)

Topic (tentative)	Activities
Introduction	Development and Communication
Project management lifecycle: Project initiation; Project planning.	Lecture/seminar; Case Studies; In-Class Activities
Project execution; Project monitoring and controlling; Project closure.	Lecture/seminar; Case Studies; In-Class Activities
Project scope management; Project time management.	Lecture/seminar; Case Studies; In-Class Activities
Project cost management; Project quality management.	Lecture/seminar; Case Studies; In-Class Activities; <b>Problem Solving: Project Management draft Report</b>
Project human resource management; Project communication management.	Lecture/seminar; Case Studies
Project risk management	Lecture/seminar; Case Studies; In-Class Activities
Project procurement management	Lecture/seminar; In-Class Activities; <b>Individual report Submission (20%)</b>
Project stakeholder management	Lecture/seminar; Case Studies; In-Class Activities; <b>Group Project Presentation (15%)</b>
Project integration management	Lecture/seminar; <b>Group Project Report Submission (35%); Final Exam (30%)</b>

Content is subject to change.

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2010957 Business Project Management - Tongji University Academic Mobility Program.

Content is subject to change. Recently updated on 19th March 2021.

## Academic Integrity and Policies

Tongji University Academic Policy for international students makes reference to the Academic Policy for Undergraduates (Issuing on 20th, June 2005) and Academic Policy for Postgraduates.

### Academic Integrity

Students are expected to uphold the university's academic honesty principles, which are an integral part of the university's core values and principles. Academic achievement is generally evaluated based on work that a student produces independently. If a student fails to observe the standards of academic honesty, he or she could attract penalties and even disqualification from the course in more serious circumstances. All students are responsible for understanding and following Tongji's academic code, which is described below.

Academic dishonesty or cheating includes acts of plagiarism, misrepresentation, fabrication, failure to reference materials used properly and forgery. These may include, but are not limited to: claiming the work of others as your own, deliberately applying false and inaccurate information, copying the work of others in part or whole, allowing others in the course to copy your work in part or whole, failing to appropriately acknowledge the work of other scholars/authors through acceptable referencing standards, purchasing papers or writing papers for other students and submitting the same paper twice for the same subject.

Moreover, falsifications in any connection with the academic process such as change of academic transcript violate the code. Misunderstanding the policy is not an excuse for dishonesty. Students who are hesitant about any point of the policy should seek advice from their course instructors or an academic advisor.

This Academic Integrity policy applies to all students of the Tongji University in all programmes of study, including non-graduating students as well as Tongji alums, insofar as it associates with transcripts and other records of work at Tongji. It is to reinforce the University's commitment to maintaining integrity and honesty in all academic activities of the University community.

### Policy

The foundation of good academic work is honesty. Maintaining academic integrity upholds the standards of the University. The responsibility for maintaining integrity in all the activities of the academic community lies with the students as well as the faculty and the University. Everyone in this community must work together to ensure that the values of truth, trust and justice are upheld.

Academic dishonesty affects the University's reputation and devalues the degrees offered.

The University will impose serious penalties on students who are found to have violated this Policy. The following penalties may be imposed:

- i. Expulsion;
- ii. Dismissal;
- iii. Suspension;
- iv. Zero marks/ fail grade;
- v. Marking down;
- vi. Re-doing/re-submitting of assignments or reports; and
- vii. Reprimand.

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