

Faculty: Business School

Title of Programme: MSc Project Management

Programme Code: BSPM

Programme Specification

Start Date: September 2011

Date of Approval: 28 June 2011

Associate Dean (Academic Quality): David Gayfer

Signature 

Programme Specification MSc Project Management

This programme specification (PS) is designed for prospective students, enrolled students, academic staff and potential employers. It provides a concise summary of the main features of the programme and the intended 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. More detailed information on the teaching, learning and assessment methods, learning outcomes and content for each module can be found in Definitive Module Documents (DMDs) and Module Guides.

Section 1

Awarding Institution/Body	University of Hertfordshire
Teaching Institution	University of Hertfordshire
University/partner campuses	de Havilland
Programme accredited by	Not Applicable
Final Award	MSc
All Final Award titles	Project Management
FHEQ level of award	7

A. Programme Rationale

This programme is designed for students who wish to study Project Management at postgraduate level to equip themselves with the knowledge, skills and understanding regarded as necessary for a career in Project Management.

The programme provides a variety of opportunities for students with different interests and backgrounds to unite in learning and applying project management theory and methods.

The programme is intentionally designed to cover qualitative and quantitative aspects of project management knowledge areas. This will provide students with hands-on exercises and a range of practical knowledge and skills that could be applied immediately in any project management work environment. This programme also allows students to consider opportunities for further academic development and research in the field of Project Management.

This MSc programme is based on robust academic content and founded on the thorough understanding of the theoretical basis of project management. This basis is informed by latest research in underlying subject disciplines, professional bodies of knowledge and critical appraisal of emerging practice. This programme builds bridges between the theoretical underpinnings and project management practice. The programme includes critical evaluation and highlights the limitations of theory in its application and the challenges provided by emerging practice.

B. Educational Aims of the Programme

The programme has been devised in accordance with the University's general educational aims of programmes of study as set out in UPR TL01.

Additionally this programme aims to:

- provide students with a contemporary, critical and applied programme of study at postgraduate level within the subject area of Project Management;
- develop the academic and practical skills appropriate to the study of Project Management;
- enable students, through a range of modules, to explore and apply knowledge and understanding of Project Management, and to recognize the complexity of any given situation;

- develop students' ability to critically evaluate tools and techniques as applied in project management.

C. Intended Learning Outcomes

The programme provides opportunities for students to develop and demonstrate knowledge and understanding, skills and other attributes in the following areas. The programme outcomes are referenced to the Framework for Higher Education Qualifications in England, Wales and Northern Ireland (2008), and relate to the typical student. Additionally, the SEEC Credit Level Descriptors for Further and Higher Education 2003 have been used as a guiding framework for curriculum design.

Knowledge and Understanding of:	Teaching/learning methods & strategies	Assessment
<p>A1. Project management and its application to a range of project environments.</p> <p>A2. The role of the project manager and project stakeholders</p> <p>A3. Appropriate methods, tools and techniques and their application for decision making and problem solving in projects.</p>	<p>Acquisition of knowledge and understanding is through a combination of (but is not limited to) lectures, seminars, tutorials and workshops, project or dissertation work, group work, students presentations and case studies throughout the programme as a whole. The choice of method will depend upon the nature and format of specific modules and their learning outcomes.</p> <p>Additional support is provided by one to one sessions with a research project supervisor. Throughout, the learner is encouraged to undertake independent study both to supplement and consolidate what is being taught/learnt and to broaden their individual knowledge and understanding of the subject.</p>	<p>Testing of knowledge and understanding is through a combination of (not limited to) time constrained assessment, class tests, presentations (individual and group), group work, reports and essays.</p>
Intellectual skills - able to:	Teaching/learning methods & strategies	Assessment
<p>B1. Critically evaluate project management theory, acknowledging the practical limitations encountered, and emerging practice.</p> <p>B2. Conduct research into project management issues that require familiarity with a range of relevant data, research sources and methodologies.</p> <p>B3. Evaluate the rigour and validity of published research and assess its relevance to new situations.</p> <p>B4. Adopt an appropriate,</p>	<p>Intellectual skills are developed throughout the programme by the methods and strategies outlined in section A, above.</p> <p>Throughout, the learner is encouraged to further develop intellectual skills by independent study</p>	<p>Intellectual skills are assessed through a combination of (although not limited to) time constrained assessment, class tests, presentations (individual and group), group work, individual reports and essays.</p>

independent approach to problem-solving in the project environment.		
Practical skills - able to:	Teaching/learning methods & strategies	Assessment
<p>C1. Use project management techniques to plan the project and appropriate tools to schedule resources.</p> <p>C2. Plan, design and execute a sustained piece of research using appropriate research methods.</p> <p>C3. Identify sources of relevant data and information.</p> <p>C4. Gather and process data and information.</p> <p>C5. Plan and manage time and learning.</p>	<p>Practical skills are developed within the programme through a variety of teaching and learning methods including, seminars, workshops, project/dissertation work, group-work, learning logs, student presentations and case studies.</p> <p>The choice of method will depend upon the nature and format of each specific module and the desired learning outcomes.</p>	<p>Practical skills are assessed through a range of assignments built into the curriculum as outlined at A and B above.</p>
Transferable skills - able to:	Teaching/learning methods & strategies	Assessment
<p>D1. Communicate effectively arguments, ideas and information in writing and by oral presentation.</p> <p>D2. Demonstrate interactive and group skills.</p> <p>D3. Reflect on practice.</p> <p>D4. Take responsibility for their learning and continuing professional development.</p> <p>D5. Use project management related information technology effectively.</p>	<p>Transferable skills are developed throughout the programme by teaching and learning methods, which may include seminars, workshops, project/dissertation work, group work, learning logs, student presentations, role play, computer applications and case studies.</p> <p>Throughout, the learner is encouraged to develop transferable skills by maintaining a record of evidence and completing a personal development plan.</p>	<p>Transferable skills are assessed through course work, oral presentation, case studies, project reports, seminars and group based coursework.</p>

D. Programme Structures, Features, Levels, Modules, and Credits

The programme is offered in full-time (1 year) mode and leads to the award of an MSc Project Management. Whilst the programme has no prescribed part-time route, it is possible for individuals to follow an individually tailored programme of study at a part-time rate. Entry is normally at Masters (7) with an honours degree of at least 2:2 classification, in a cognate degree in Business, General Management, Information Systems and Technology, Engineering and Sciences or Project Management subjects, or at least one year's work experience in a project management role, supported by an HE qualification or equivalent qualification. Intake is normally in semester A (September) for full-time and part-time students, or part-time students may enter in semester B (February).

Programme Structure

The programme structure and progression information below (Table 1a and 1b) is provided for the award. Any interim awards are identified in Table 1b. The Programme Learning Outcomes detailed above are developed and assessed through the constituent modules. Table 2 (in section 2) identifies where each learning outcome is assessed.

Table 1a Outline Programme Structure

Mode of study Full-time

Entry point Semester A

Compulsory Modules Module Title	Module Code	Credit Points	% examination	% coursework	Semester
Principles of Project Management or	7BSP0333	15	0	100	A
Project Management B*	7BSP1078	15	50	50	B
Project Scheduling and Budgeting	7BSP0334	15	50	50	A
Project Risk Management	7BSP0335	15	30	70	A
Quality and Change Management	7BSP0336	15	50	50	A
Project Management Simulation	7BSP0337	15	0	100	B
Project Leadership and Communication	7BSP0338	15	50	50	B
Postgraduate Research Methodology or	7BSP0262	0	0	0	ABC
Postgraduate Research Methodology BCA	7BSP1079	0	0	0	BCA
Dissertation – ISPM or	7BSP0430	60	0	100	ABC
Dissertation – ISPM (BCA)	7BSP1110	60	0	100	BCA

* This module is only available to students studying at a part-time rate and entering the programme in semester B.

Optional Modules (select 30 points) Module Titles	Module Code	Credit Points	% examination	% coursework	Semester
Agile Project Management	7BSP1018	15	0	100	B
Business Improvement and Change	7BSP0280	15	0	100	B
Computer Simulation for Business	7BSP0413	15	0	100	B
Engineering Product Development	7BSP0341	15	30	70	B
Information Management	7BSP0352	15	50	50	B
Managing Knowledge in Organisations	7BSP0012	15	0	100	B
Manufacturing Strategy	7AAD0064	15	0	100	B
Project Management for Innovation	7BSP0339	15	50	50	B

The award of an MSc Project Management requires 180 credit points passed at level 7, including the Masters dissertation.

Table 1b Final and interim awards available

The programme provides the following final and interim awards:

Award	Minimum requirements	Available at end of (normally):
Postgraduate Certificate in Business and Management	60 credit points at level 7	1–2 Semesters
Postgraduate Diploma in Business and Management	120 credit points at level 7	2–3 Semesters
Postgraduate Certificate in Project Management	60 credit points at level 7 from taught modules	1–2 Semesters
Postgraduate Diploma in Project Management	120 credit points at level 7 from taught modules, including all compulsory taught modules	2–3 Semesters
MSc Project Management	180 credit points passed at level 7, including all compulsory taught modules and the dissertation.	3 Semesters

Masters and Diploma awards can be made "with Distinction" or "with Commendation" where criteria as described in UPR AS14 and the students' handbook are met.

E. Support for students and their learning

Students are supported by:

- A Programme Tutor
- Student Support and Guidance Centre (SSG)
- Academic Skills Unit (ASU)
- Student representative on programme committees
- A designated programme administrator
- An Induction week at the beginning of the academic session
- Overseas Orientation
- StudyNet, a versatile on-line inter-active intranet and learning environment
- Access to extensive digital and print collections of information resources
- Attractive modern study environments in Learning Resources Centres
- A substantial Student centre that provides advice on issues such as finance, University regulations, legal matters, accommodation, international student support etc.
- Office of Dean of Students, incorporating Chaplaincy, Counselling and nursery
- Medical centre
- English support classes
- A Mathematics Drop-in Centre
- A faculty based Disabled Student Co-ordinator
- An Equal Opportunities Officer
- The Students' Union
- Guided student centred learning through the use of StudyNet
- A Careers Service for all current students and graduates

F. Entry requirements

The normal entry requirements for the programme are:

- An honours degree of at least 2:2 classification, in a cognate degree in Business, General Management, Information Systems and Technology, Engineering and Sciences or Project Management subjects; or
- The equivalent of the above from a recognized University overseas; or
- At least one year of work experience in a project management role, supported by an HE qualification or equivalent qualification; or
- A postgraduate qualification from a UK University or its equivalent from an overseas University; or
- University of Hertfordshire Graduate Certificate in Business or equivalent

In addition all students must produce evidence of their English Language proficiency. The standard required is:

- (a) a score of 6.5 or better on the British Council's IELTS test, or an equivalent score on a test recognised by the University of Hertfordshire; or
- (b) a score of 6.0 or better on the British Council's IELTS test, or an equivalent score on a test recognised by the University of Hertfordshire, plus an appropriate pre-sessional English language course at the University of Hertfordshire; or
- (c) a score of 5.5 or better on the British Council's IELTS test, or an equivalent score on a test recognised by the University of Hertfordshire, plus successful completion of the University of Hertfordshire's Graduate Certificate in Business (or equivalent acceptable to the University of Hertfordshire).

This requirement will be waived if the student has successfully completed an undergraduate degree at a university in the United Kingdom, or another country acceptable to the University of Hertfordshire, where study was in English and the student was based in that university's home country during study.

The programme is subject to the University's Principles, Policies, Regulations and Procedures for the Admission of Students to Undergraduate and Taught Postgraduate Programmes and will take account

of University policy and guidelines for assessing accredited prior certificated learning (APCL) and accredited prior experiential learning (APEL).

Section 2

Programme management

JACS code(s)	N213
Modes of study	F/T P/T study rate
Intakes	A & B (B P/T only)
Relevant QAA subject benchmarking group	Masters awards in Business and Management Type A & B has been referred to but the programme does not fully meet its requirements as some elements of the benchmark are not relevant.
Date of validation/last periodic review	November 2006
Date of production/ last revision of PS	June 2011
Relevant intake	level 7 entering September 2011
Faculty	Business School
Administrative Departments	School of Management, Leadership and Organisation

Course (i.e. pathway) details

Course (ie. Pathway Point) Titles

MSc Project Management (F/T)
MSc Project Management (P/T Year 1)
MSc Project Management (P/T Year 2)

Course (ie. Pathway Point) Codes

PRMF1
PRMP1
PRMP2

The programme is managed by;

- The Dean and Deputy Dean
- The Head of Department
- A Programme Tutor who is responsible for the day- to-day management of the programme
- An Admissions Tutor, with specific responsibility for open days and selection
- An International Admissions Tutor, with specific responsibility for selection of overseas students
- A designated Administrator to deal with day-to-day administration associated with the programme
- Module Leaders who are responsible for individual modules
- A programme committee, the membership of which includes student representatives from each level of study and key members of the Business School staff.

Programme-specific assessment regulations

The programme is compliant with the University's generic assessment regulations (Structure and Assessment Regulations for Academic Programmes, UPR AS14) with the exception of those listed below, which have been specifically approved by the University:

- None.

Further points of clarification and interpretation relevant to this specific programme are given below:

- Students who repeat a module and do not gain a pass grade may, after consultation with the programme tutor, be permitted to study another appropriate module from the Business School portfolio. Permission will only be given if the student's total programme of study covers all the learning outcomes of this programme.
- There are two situations where, as a consequence of a perceived lack of engagement with the associated teaching and learning processes, UHBS Module Board of Examiners will normally not permit referral in an individual module (FRef):
 - (a) where the aggregate mark in any Module is less than 20%, and/or
 - (b) where, at Levels 4 and 5 only, a student has been absent from more than 3 tutorial feedback sessions in a Semester.

In these situations students will be required to repeat the diet of study (FReN) prior to re-assessment.

Other sources of information

- Definitive Module Documents
- Module Guides
- Student Handbook
- Programme Specification website: <http://www.herts.ac.uk/courses/> or (StudyNet → Staff → Department Lists → Academic Quality Office → Programme Management → Programme Specifications)
- University of Hertfordshire Course website: <http://www.herts.ac.uk/courses/>
- QAA Benchmark Statement website: <http://www.qaa.ac.uk/academicinfrastructure/benchmark/default.asp>
- The Framework for Higher Education Qualifications in England, Wales and Northern Ireland, 2008: <http://www.qaa.ac.uk/academicinfrastructure/FHEQ/EWNI08/default.asp>
- SEEC Credit Level Descriptors for Further and Higher Education 2003: <http://www.seec-office.org.uk/creditlevel descriptors2003.pdf>
- External Quality Review report website: <http://www.qaa.ac.uk/reviews/reports/instReports.asp?ukprn=10007147>
- UNISTATS website: <http://www.unistats.com/>
- University of Hertfordshire Academic Quality Office website: (StudyNet → Staff → Department Lists → Academic Quality Office)
- Structure & Assessment Regulations - Undergraduate & Taught Postgraduate Programmes, UPR AS14: <http://sitem.herts.ac.uk/secreg/upr/AS14.htm>
- Learning and Teaching Policy and General Educational Aims, UPR TL01: <http://sitem.herts.ac.uk/secreg/upr/TL01.htm>
- Admissions - Undergraduate & Taught Postgraduate Students, UPR SA03: <http://sitem.herts.ac.uk/secreg/upr/SA03.htm>
- Academic Quality, UPR AS17: <http://sitem.herts.ac.uk/secreg/upr/AS17.htm>
Index of UPRs for students: http://sitem.herts.ac.uk/secreg/upr_azlist_info.htm

Other information relevant to the programme

The Business School was awarded 'confidence' in the Institutional Audit conducted in 2009.

University policies relevant to the Programme

The University undertakes to use all reasonable endeavours to deliver, assess and administer this programme in accordance with this Programme Specification. At the same time it is recognised that it is in the nature of academic developments that changes, for example to the structure, curriculum, and assessment of a programme may be necessary in order to ensure that the programme remains up to date, in response to issues raised as a result of on-going monitoring and evaluation, and/or in order to conform to new regulatory requirements imposed by this institution, by professional or statutory bodies, or by national or governmental bodies.

The programme operates within the guidelines and policies relating to equal opportunities and environmental issues which may be agreed from time to time by the Board of Governors and/or the Academic Board of the University.

Where the programme is offered in collaboration with another institution these policies and guidelines will normally be those of the partner institution.

The programme operates in accordance with the University's Regulations Governing Studies Involving the Use of Human Subjects (UPR RE01) agreed from time to time by the Academic Board of the University. However, where the programme is offered in collaboration with another institution (for example through a franchise arrangement for all or part of the programme) then specific approval must be obtained from the University for the operation of the programme within ethical guidelines prepared by the partner institution. The partner institution will be responsible for all insurance liability in connection with the observance of ethical guidelines.

Signed *David Stephen Gayle*
Chair of Faculty Academic Quality Enhancement Committee

Date.....28/6/11.....

If you would like this information in an alternative format please contact:
Angela Bond, Programme Tutor

MSc Project Management

Table 2: Development of Programme Learning Outcomes in the Constituent Modules

This map identifies where the programme learning outcomes are assessed in the constituent modules. It provides (i) an aid to academic staff in understanding how individual modules contribute to the programme aims (ii) a checklist for quality control purposes and (iii) a means to help students monitor their own learning, personal and professional development as the programme progresses.

		Programme Learning Outcomes (as identified in section 1 and the following page)																																		
		Knowledge & Understanding					Intellectual Skills					Practical Skills					Transferable Skills																			
Module Title	Module Code	A1	A2	A3						B1	B2	B3	B4						C1	C2	C3	C4	C5					D1	D2	D3	D4	D5				
Principles of Project Management (or Project Management B)	7BSP0333 7BSP1078	x	x	x						x		x							x	x	x						x	x	x	x						
Project Scheduling and Budgeting	7BSP0334	x		x						x	x	x	x						x	x	x		x				x	x	x	x	x					
Project Risk Management	7BSP0335	x		x						x	x	x	x						x	x	x		x				x	x	x	x	x					
Quality and Change Management	7BSP0336	x		x						x		x	x						x	x	x		x				x	x	x	x						
Project Leadership and Communications	7BSP0338		x	x									x						x	x	x		x				x	x	x	x	x					
Project Management Simulation	7BSP0337	x	x							x	x	x							x	x	x						x	x	x	x						
Dissertation: ISPM	7BSP0430 7BSP1110	x								x	x	x	x						x	x	x	x					x		x	x						

Key: Learning Outcome which is assessed as part of the module

Key to Programme Learning Outcomes

Knowledge and Understanding

- A1. Project management and its application to a range of project environments.
- A2. The role of the project manager and project stakeholders
- A3. Appropriate methods, tools and techniques and their application for decision making and problem solving in projects.

Intellectual Skills

- B1. Critically evaluate project management theory, acknowledging the practical limitations encountered, and emerging practice.
- B2. Conduct research into project management issues that require familiarity with a range of relevant data, research sources and methodologies.
- B3. Evaluate the rigour and validity of published research and assess its relevance to new situations.
- B4. Adopt an appropriate, independent approach to problem-solving in the project environment.

Practical Skills

- C1. Use project management techniques to plan the project and appropriate tools to schedule resources.
- C2. Plan, design and execute a sustained piece of research using appropriate research methods.
- C3. Identify sources of relevant data and information.
- C4. Gather and process data and information.
- C5. Plan and manage time and learning.

Transferable Skills

- D1. Communicate effectively arguments, ideas and information in writing and by oral presentation.
- D2. Demonstrate interactive and group skills.
- D3. Reflect on practice.
- D4. Take responsibility for their learning and continuing professional development.
- D5. Use project management related information technology effectively.