



Prescription

Project management including aspects of life cycle, requirements analysis, principles of design, project tasks and deliverables, contracts, feasibility analysis, cost estimation and cost/benefit analysis, project scheduling, critical path analysis, risk management, quality assurance, managing project resources, testing and delivery, maintenance, interpersonal communication, teamwork and project leadership.

Course learning objectives

Students who pass this course should be able to:

1. Understand project life cycles.
2. Elicit client requirements, identify risks and plan a project.
3. Apply professional standards and good practices to focus on client needs and maximize the success of a project in both technical and interpersonal aspects.
4. Prepare and deliver project progress reports orally and in writing.

Course content

ENGR 301 takes a pragmatic and practical approach to teaching basic project management, including aspects of project life cycle, requirements analysis, principles of design, project tasks and deliverables, contracts, feasibility analysis, cost estimation and cost/benefit analysis, project scheduling, critical path analysis, risk management, quality assurance, managing project resources, testing and delivery, maintenance, interpersonal communication, teamwork and project leadership. Students will work on a technical group project which will provide opportunities to practice the project management techniques learned in class.

Students who enrol in this course will be asked to sign the University's Student IP Agreement. Students who choose to not sign the Agreement may find their choice of projects limited as a consequence.

Withdrawal from Course

Withdrawal dates and process:

<https://www.victoria.ac.nz/students/study/course-additions-withdrawals>

Lecturers

James Quilty (Coordinator)

James.Quilty@vuw.ac.nz 04 463 5233 ext 4090

228 Alan MacDiarmid Building, Kelburn

James Noble

James.Noble@vuw.ac.nz 04 4636736

234 Cotton, Kelburn

Teaching Format

During the trimester there will typically be three lectures per week.

Student feedback

Student feedback on University courses may be found at:
www.cad.vuw.ac.nz/feedback/feedback_display.php

Dates (trimester, teaching & break dates)

- Teaching: 04 March 2019 - 09 June 2019
- Break: 15 April 2019 - 28 April 2019
- Study period: 10 June 2019 - 13 June 2019
- Exam period: 14 June 2019 - 29 June 2019

Class Times and Room Numbers

04 March 2019 - 14 April 2019

- **Monday** 17:10 - 18:00 – LT1, Te Toki a Rata, Kelburn
- **Tuesday** 17:10 - 18:00 – LT1, Te Toki a Rata, Kelburn
- **Thursday** 17:10 - 18:00 – LT1, Te Toki a Rata, Kelburn

29 April 2019 - 09 June 2019

- **Monday** 17:10 - 18:00 – LT1, Te Toki a Rata, Kelburn
- **Tuesday** 17:10 - 18:00 – LT1, Te Toki a Rata, Kelburn
- **Thursday** 17:10 - 18:00 – LT1, Te Toki a Rata, Kelburn

Other Classes

There are regularly scheduled laboratories for ENGR 301. Student teams are expected to select mutually agreeable laboratory periods for team work and meetings, and also to arrange regular meetings with project clients.

Set Texts and Recommended Readings

Required

There are no required texts for this offering.

Recommended

- *An Introduction to Project Management, Fifth Edition*
Kathy Schwalbe

Mandatory Course Requirements

In addition to achieving an overall pass mark of at least 50%, students must:

- contribute in good faith to both the management and the technical work of the team project, as evidenced by regular interaction with the project repository and keeping the commitments agreed in the team contract.

If you believe that exceptional circumstances may prevent you from meeting the mandatory course requirements, contact the Course Coordinator for advice as soon as possible.

Assessment

Assessment Item	Due Date or Test Date	CLO(s)	Percentage
Project Requirements	01-04-2019	CLO: 1,2,4	20%
Project Architecture	13-05-2019	CLO: 2,3,4	30%
Performance Report	07-06-2019	CLO: 3,4	30%
Presentation	Examination period	CLO: 1,2,3,4	20%

Penalties

Late submissions will be subject to a penalty of 10% per day for 4 days. No work will be accepted after this unless previously arranged with the Course Coordinator.

Students working on an assessment item who violate the terms of the Student IP Agreement (eg, by not keeping confidential information confidential) may be subject to a penalty up to and including forfeit of all marks for that assessment item.

Extensions

Individual extensions will only be granted in exceptional personal circumstances, and requests should be made to the Course Coordinator before the assessment deadline whenever possible. Documentation (e.g. a medical certificate) may be required.

Submission & Return

Assignments and reports to be submitted using the ECS online submission system, accessible through the course web pages. Marks and comments will be returned through the ECS marking system, also available through the course web pages.

Group Work

70% of the assessment of ENGR 301 is based on group work involving a major project.

Workload

The total workload for ENGR 301 is 150 hours. In order to maintain satisfactory progress in ENGR 301 you should plan to spend an average of 10 hours per week on this course. A plausible and approximate breakdown for these hours would be:

- Lectures: 3 hours.
- Assignments: 1-2 hours.
- Project work, both technical and management: 5-6 hours.

Teaching Plan

See https://ecs.victoria.ac.nz/Courses/ENGR301_2019T1/LectureSchedule

Communication of Additional Information

The main means of communication outside of lectures will be the ENGR 301 web area at https://ecs.victoria.ac.nz/Courses/ENGR301_2019T1/. There you will find, among other additional information, the lecture schedule and assignment handouts.

Links to General Course Information

- Academic Integrity and Plagiarism: <https://www.victoria.ac.nz/students/study/exams/integrity-plagiarism>
- Academic Progress: <https://www.victoria.ac.nz/students/study/progress/academic-progress> (including restrictions and non-engagement)
- Dates and deadlines: <https://www.victoria.ac.nz/students/study/dates>
- Grades: <https://www.victoria.ac.nz/students/study/progress/grades>
- Special passes: Refer to the Assessment Handbook, at <https://www.victoria.ac.nz/documents/policy/staff-policy/assessment-handbook.pdf>
- Statutes and policies, e.g. Student Conduct Statute: <https://www.victoria.ac.nz/about/governance/strategy>
- Student support: <https://www.victoria.ac.nz/students/support>
- Students with disabilities: https://www.victoria.ac.nz/st_services/disability/
- Student Charter: <https://www.victoria.ac.nz/learning-teaching/learning-partnerships/student-charter>
- Terms and Conditions: <https://www.victoria.ac.nz/study/apply-enrol/terms-conditions/student-contract>
- Turnitin: <http://www.cad.vuw.ac.nz/wiki/index.php/Turnitin>
- University structure: <https://www.victoria.ac.nz/about/governance/structure>
- VUWSA: <http://www.vuwsa.org.nz>

Offering CRN: [17178](#)

Points: 15

Prerequisites: Admission to Part 2 of the BE(Hons) and 60 200-level pts from (COMP, ECEN, NWEN, SWEN);

Restrictions: BITT 301

Duration: 04 March 2019 - 30 June 2019

Starts: Trimester 1

Campus: Kelburn