



Prescription

Students will work in teams on a project of modest complexity, practising teamwork, project planning, the development of interface specifications and testing.

Course learning objectives

Students who pass this course should be able to:

1. Follow project life cycles.
2. Meet client requirements, manage risks and complete 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 both orally and in writing.

Course content

ENGR 302 continues 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

Stuart Marshall

Teaching Format

During the trimester there will be one or two scheduled lecture per week and periodic meetings between teams and tutors.

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: 08 July 2019 - 13 October 2019
- Break: 19 August 2019 - 01 September 2019
- Study period: 14 October 2019 - 17 October 2019
- Exam period: 18 October 2019 - 09 November 2019

Class Times and Room Numbers

08 July 2019 - 18 August 2019

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

02 September 2019 - 13 October 2019

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

Other Classes

There are regularly scheduled laboratories for ENGR 302. 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
Library Call Number: HD69 P75 S392 2016 (2 copies available).

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
Performance Assessment 1	02-08-2019	CLO: 1,2,3,4	30%
Performance Assessment 2	13-09-2019	CLO: 1,2,3,4	30%
Performance Assessment 3	11-10-2019	CLO: 1,2,3,4	30%
Oral presentation	Examination Period	CLO: 1,2,3,4	10%

Penalties

Late submissions will be subject to a penalty of 10% per day, or part thereof, for up to 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

The individual assessment in ENGR 302 is made in the context of group work involving a major project.

Workload

The total workload for ENGR 302 is 150 hours. In order to maintain satisfactory progress in ENGR 302 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: 1-2 hours.
- Project work, both technical and management: 8-9 hours.

Teaching Plan

See https://ecs.victoria.ac.nz/Courses/ENGR302_2019T2/LectureSchedule

Communication of Additional Information

The main means of communication outside of lectures will be the ENGR 302 web area at https://ecs.victoria.ac.nz/Courses/ENGR302_2019T2/. 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: [17179](#)

Points: 15

Prerequisites: ENGR 301

Duration: 08 July 2019 - 10 November 2019

Starts: Trimester 2

Campus: Kelburn