PLANNING AND SCHEDULING

INSTITUTE FOR PROFESSIONAL AND EXECUTIVE DEVELOPMENT

United Kingdom

UNIT SPECIFICATION

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Unit Title

Planning and Scheduling

Credit value

The credit value for this unit is 30
30 credits equivalent to 300 hours of teaching and learning (10 hours is equivalent to 1 credit) Guided learning hours (GLH) = 50 hours GLH includes lectures, tutorials and supervised study. This may vary to suit the needs and requirements of the learner and/or the approved centre of study. Directed learning = 50 hours: This includes advance reading and preparation, group study, and undertaking research tasks. Self-managed learning = 200 hours: This includes completing assignments and working through the core and additional reading texts. It also includes personal research reading via other physical and/or electronic resources.

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Learning outcome Learner will:	Assessment criteria Learner can:
1.0 Understand the roles of key people in the organization	1.1 Describe the roles of the project manager, project director, project engineer and project support office 1.2 Examine the different leadership styles (i.e. autocratic, bureaucratic, democratic, consultative) that may be adopted by a project manager and evaluate their advantages and disadvantages 1.3 Examine F.W Taylor's Theory of Scientific Management, Elton Mayo's Human Relations School of Thought, Abraham Maslow and Frederick Herzberg's Neo-Human Relations School of Thought
2.0 Understand the nature and significance of breakdown structures and coding systems	2.1 Describe the nature of work breakdown structure (WBS) and evaluate its importance in project management 2.2 Examine the differences in WBS for various projects 2.3 Discuss the purpose of a statement of work 2.4 Explain what is meant by a code and a coding system 2.5 Discuss the characteristics of an effective coding system 2.6 Evaluate the benefits of a logical coding system 2.7 Summarize what is needed to develop an effective project organization breakdown structure (OBS) 2.8 Discuss the key aspects of the relationship between the project WBS and OBS
3.0 Understand the use of network diagrams	3.1 Explore the advantages and disadvantages of network diagrams 3.2 Analyse the key aspects of the notation used to complete Critical Path Networks 3.3 Explore the benefits of network analysis as a project management

	tool
4.0 Understand the principles of resource scheduling	4.1 Categorize resources as exhaustible, replenishable and reusable resources
	4.2 Evaluate the role of network analysis in resource scheduling
	4.3 Give an account on the two fundamental priority rules of resource scheduling (i.e. resource limited scheduling and time limited scheduling)
	4.4 Examine the 7 logical steps to a practical project resource schedule
	4.5 Explore the key factors which determine which resources should be scheduled
	4.6 Distinguish between rate-constant and non-rate-constant usage of resources
	4.7 Discuss how to schedule cash flows

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Recommended learning resources

Indicative reading	Stephen Barker 2009. Brilliant Project Management; Prentice Hall ISBN: 978-0273722328 • For a full list of textbooks and publications relevant to this unit, please contact IPED - UK.
Learning Aid	• A comprehensive IPED study material is available to aid in learning and research of this unit. • We supply IPED course materials free of charge. Our study materials, which offer quick learning start, are comprehensive, use simple English, and are easy to read and understand. The contents are so sufficient and self-explanatory; that in majority of cases readers do not require further support; although support is always available when you need it.

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