PROJECT START UP AND ANALYSIS

INSTITUTE FOR PROFESSIONAL AND EXECUTIVE DEVELOPMENT

United Kingdom

UNIT SPECIFICATION

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Unit Title

Project Start Up and Analysis

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 nature of project management	1.1 Examine the different types of projects 1.2 Analyse project life cycles and life histories 1.3 Analyse the factors that can lead to project failure 1.4 Examine the cost, performance and time objectives of a project 1.5 Explore the impact stakeholders have on the likely outcome of a project
2.0 Understand key issues in project task definition	2.1 Discuss the importance of initial project definition 2.2 Analyse the feasibility studies that can be taken to improve early project definition 2.3 Discuss the significance of defining the project scope 2.4 Discuss how the project specification can be developed and documented
3.0 Understand how to estimate project costs	3.1 Examine the terms commonly used in project cost accounting 3.2 Examine how costs can be classified as either direct or indirect 3.3 Describe the various ways of classifying estimates 3.4 Describe the top-down and bottom up approaches to cost estimating for large projects 3.5 Examine the various formats for estimating project costs 3.6 Analyse how manufacturing, project labour, material and equipment costs can be estimated

4.0 Understand the significance of financial appraisal in project management	4.1 Explore the importance of project feasibility analysis 4.1.1 Explore the relevance of project financial appraisal to a potential investor 4.2 Evaluate the various project financial appraisal methods (simple payback method, net present value, expected rate of return) 4.3 Discuss the relevance of sensitivity analysis and Monte Carlo analysis
5.0 Understand how project risks can be effectively analysed and managed	5.1 Examine how risks can be quantitatively and qualitatively analysed 5.2 Examine the methods for dealing with project risks (e.g. risk avoidance, risk sharing, insurance, risk acceptance and mitigation etc.) 5.3 Evaluate how the project team can plan for crisis
6.0 Understand the factors affecting project planning and scheduling	6.1 Explore the external factors affecting the planning and scheduling of projects (e.g. Acts of God, fiscal policy, corporate strategy, market conditions, statutory regulations etc.) 6.1.1 Evaluate how the project team can manage these external factors 6.2 Examine the working factors that may affect project planning and scheduling (e.g. supporting activities, technical capability, attributes and culture, resources and capacity etc.) 6.2.1 Discuss how the project team can manage these working factors

7.0 Understand key issues in planning and scheduling projects	7.1 Examine what is needed to develop an effective project organization breakdown structure
	7.2 Examine the key aspects of the relationship between project work breakdown structure (WBS) and the organizational breakdown structure (OBS)
	7.3 Explain the key features of a cost breakdown structure
	7.4 Explore the advantages and limitations of Gantt charts
	7.5 Examine the key aspects of the notation used to complete Critical Path Networks
	7.6 Examine the benefits of using Critical Path Networks
	7.7 Identify the project resources that can be scheduled
	7.8 Analyse the role of network analysis in resource scheduling
	7.9 Explore the key factors which determine which resources should be scheduled

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Recommended learning resources

Indicative reading	Dr Harvey Maylor 2010. Project Management; Prentice Hall ISBN: 978-0273704324 • 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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