

COURSE OUTLINE

Department & Faculty: Dept. of Built Environment Center Of Diploma Study, SPACE	Page : Page 1 of 7
Course Code: Project Management (DDPF3752) Total Contact Hours : 42	Semester: I Academic Session: 2013 / 2014

Lecturer :
Room No. :
Telephone No. :
E-mel :

Synopsis : This course consists of introduction to general concepts and principles of project development management including the development stages, project management method, roles of project manager's, planning and project development technique, project monitoring and evaluation.

LEARNING OUTCOMES

By the end of the course, students should be able to:

No.	Course Learning Outcome	Programme Learning Outcome(s) Addressed	Taxanomy and KI levels	Assessment Methods
1.	Identify and explain the theories, concept, purpose and function of project management.	PO1	C3	Assignment Test Quiz Final exam
2.	Apply the techniques and methodology of project management to solve the problem in real issues of project management.	PO3	P3 CTPS1	Test Assignment
3.	Acquire and manage relevant information and new ideas on the processes involved in property development project by conducting a case study of project management	PO6	A3 LL1-LL2	Assignment

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STUDENT LEARNING TIME

Teaching and Learning Activities	Student Learning Time (hours)
A. Face-to-face Learning <ol style="list-style-type: none"> 1. Lecture 2. Practical / Tutorial 3. Student Centered Learning 	28 14 -
B. Self Directed Learning <ol style="list-style-type: none"> 1. Non face-to-face eg assignments 2. Revision 3. Assessment Preparation 	10 16 7
C. Formal Assessment <ol style="list-style-type: none"> 1. Continuous Assessment 2. Final Exam 	3 2
Total	80

TEACHING METHODOLOGY

Lecture and Discussion, Co-operative Learning, Independent Study, Group Assignment

WEEKLY SCHEDULE

- Week 1 : 1.0 Introduction to Project Management**
- Introduction on project management and management concepts.
 - Process of Management
 - Planning
 - Organising
 - Leading
 - Controlling

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- Definition of project and project management.
- Characteristic of project.
- The importance of project management on time, cost and quality.

Week 2 : 1.0 Introduction to Project Management

**Assignment 1
(10%)**

- Roles of Project Manager
- The requirement, function and responsibilities of Project Manager.
- Conventional Structure and Construction Contract Management Models.
- Integrated Project Management System

Assignment 1 to be submitted in week 7

Weeks 3 : 2.0 Classification of project

Quiz 1 (5%)

- Classification of project based on category
- Types of project management, based on.
 - Scale
 - Complexity
 - Material
 - Site project
 - Client

Week 4 : 3.0 Project Management Implementation

- General problem occurring on project management
- Parties involved in project management
 - Client
 - Main contractor
 - Sub contractor
 - Supplier
 - Architect
 - Engineer – Civil, Mechanical, Electrical
 - Quantity Surveyors
 - Project Manager Consultant.

Week 5 : 3.0 Project Management Implementation

- Introduction to Project Management Implementation
- Project stages and activities for each stages:
 - Defining or proposal stage
 - Planning stage
 - Executing stage
 - Delivering stage

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Week 6 : **3.0 Project Management Implementation**
Test 1 (15%) • Pre-development stage

Week 7 : **3.0 Project Management Implementation**
 • Development stage

Week 8 : **Mid Term Break**

Week 9 : **3.0 Project Management Implementation**
Assignment 2 • Post-development stage
(10%) ◦ Marketing
 ◦ Maintenance

Assignment 2 to be submitted in week 14

Week 10 : **4.0 Risk Management**
Quiz 2 (5%) • Definition of Risk
 • Type of risk in construction industry
 • Risk management
 ◦ Risk identification
 ◦ Risk estimation
 ◦ Risk evaluation
 ◦ Risk monitoring
 ◦ Risk response
 ▪ Elimination
 ▪ Transfer
 ▪ Retention
 ▪ Reduction

Week 11 : **5.0 Project Finance**
 • Financing sources.
 • Bridging finance

Week 12 : **6.0 Project Finance**
 • End Finance
 • Financing cycle for property sector.

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- Payback period between developer, bank and contractor.

- Week 13** : **7.0 Developing a Project Plan**
Test 2 (15%)
- Introduction to Project Plan,
 - Reason for planning and scheduling
 - Advantages and disadvantages of planning.
 - Element of planning in project management

- Week 14** : **7.0 Developing a Project Plan**
- Parties involved in planning
 - Basic technique for constructing a planning programme
 - Bar Chart (Gantt Chart)
 - Network diagrams.

- Week 15** : **7.0 Developing a Project Plan**
- Developing Critical Path Method using precedence network
 - Updating the network

Week 16 : **REVISION WEEK**

Week 17 - 19 : **FINAL EXAM**

REFERENCES : **Courses Notes:**

Andrew A.L. Tan, *Successful Project Management in Malaysia*, Asia Pacific Media & Publications Sdn. Bhd. 2006

Other References:

1. David I. Cleland, Lewis R. Ireland, *Project Management Strategic Design and Implementation*. Mc Graw Hill, 4th Edition, 2002.
2. Gould, Frederick E, *Construction Project Management*, Pearson Education, 2nd Edition,

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2003.

3. Marion E. Haynes. (2002). Project management: practical tools for success. 3rd Edition.

4. Dennis Lock . (2007). Project management. USA.

GRADING

No.	Assessment Method	Number	% Each	Taxonomy	Overall %	Date of Implementation
1	Assignments	2			20	
	Assignments 1		10	C1, C2, C3 P1, P2, P3 CTPS1, A1-A3 LL1-LL2		Week 2
	Assignments 2		10	C1, C2, C3 P1, P2, P3 CTPS1, A1-A3 LL1-LL2		Week 9
5	Test	2	10		20	
	Test 1		10	C1, C2, C3 P1, P2 CTPS1		Week 6
	Test 2		10	C1, C2, C3 P1, P2 CTPS1		Week 13
6	Final Exam	1	60	C1, C2, C3	60	
	Overall Total				100	

Prepared by: Name: Signature: Date:	Certified by: (Course Panel Head) Name: Signature: Date:
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