

FINANCIAL MANAGEMENT OF PROJECTS

Institute of Business, Industry and Leadership

Academic Level:	4	Credits:	60
UCAS Code:	Not applicable		
Awarding Body:	University of Cumbria		
Delivery Site:	Can be online or any suitable training suite, no specialist equipment required.		
Programme Length:	2 semesters		
Mode of Delivery:	Blended Delivery		
Pattern of Delivery:	Part time, day release with optional block delivery model for one or more modules		
	Total weeks of study:		Maximum 26 weeks
	Delivery pattern:		Day release with optional block delivery for one or more modules
	Standard semester dates:		No
Programme Webpage:	N/A		

Entry Criteria

This course is an entry level qualification in project management designed to upskill and inform employees of an organisation on the basic principles of project management with an emphasis on financial control. Identification of suitability and support by the employer provides the entry criteria.

PROGRAMME AIMS AND OUTCOMES

Programme Aims

By the end of this programme learners will be able to:

1. Have an awareness of the principles of project management
2. Recognise if work is project related or business as usual
3. Plan work to enable project deliverables to be met
4. Identify and address resource issues for a project plan
5. Undertake an investment appraisal for a project
6. Appraise project performance and recommend a suitable course of action

Programme Outcomes – Knowledge and Understanding

The programme provides opportunities for you to develop and demonstrate the following:
For a postgraduate degree the outcomes should be split by PGCert, PGDip, and MA/MSc.
Also ensure these outcomes are numbered so they can be mapped to the Curriculum Map.

After 60 credits of study you will be able to demonstrate:

- K1.** Explain what a project is and what one might aim to achieve
- K2.** Explain the difference between projects and business as usual activities
- K3.** Explain the concept of scope and how it should be managed
- K4.** Describe resource types encountered in project management
- K5.** Explain how a financial appraisal of a project business case can be undertaken
- K6.** Explain the concept of project progress and how that can be determined

Programme Outcomes – Skills and other Attributes

The programme provides opportunities for you to develop and demonstrate the following:
For a postgraduate degree the outcomes should be split by PGCert, PGDip, and MA/MSc.
Also ensure these outcomes are numbered so they can be mapped to the Curriculum Map.

After 10 credits of study you will be able to demonstrate:

- S1.** Demonstrate awareness of project management terminology
- S2.** Identify whether work is project related or business as usual in nature
- S3.** Break a package of work down into component pieces and schedule these to enable work to be completed
- S4.** Identify periods in a plan where allocated resources are not sufficient to enable all of the planned work to be completed.
- S5.** Undertake a financial appraisal of a project based on cost and benefit data
- S6.** Produce project performance metrics from earned value management data

PROGRAMME FEATURES

Programme Overview

This 60 Credit award provides a useful starting point for an understanding of project management with an emphasis on financial management and control. The programme assumes no prior knowledge or experience of projects and with reference to professional body definitions and terminology you will be taught the basic principles of projects, how they differ from other types of work and the tools and techniques that can be used to manage their delivery. You will be introduced to the principles of planning project activities using tools such as network diagrams and Gantt charts before learning about different types of resources and how they can be applied to a project schedule to develop a workable plan of action. Finally, you will study the tools used to financially control projects, from an appraisal of the initial business case through to the measurement of progress and performance as work takes place.

Learning and Teaching

Teaching

The programme consists of tutor-led online delivery organised in a day-release model typically spanning 21 weeks. Modules are normally taught over 6 weeks with a 7th week reserved to complete a final module assessment. Modules are typically taught sequentially. It is also possible that one of the modules on the programme is taught as a week-long block rather than being spread over 6 weeks, this delivery model may be requested by an employer of a closed cohort to best meet their organisational needs.

Before delivery commences there will be an induction day during which you will be introduced to University systems and services and the programme team will take time to explain the study expectations and any support that might be available.

A typical day of delivery will begin at 9am and run through until 4pm with a break for lunch. Scheduled learning activities will be a mixture of tutor led online sessions and independent guided learning. There will periods in each day of learning where you will be required to engage with other learners using web-based video links to have discussions, ask questions and answer questions. In between these interactive sessions independent learning will take place using pre-recorded materials, curated online resources, PowerPoint slide sets, PDF's and worksheet / practical activities. During some of the independent learning times you may also be required to work with other learners on short activities, again utilising web-based video technology to communicate and share ideas.

Independent Learning

Outside of the scheduled learning activities you will be expected to continue learning independently through self-study. Learning materials will be accessible through a Virtual Learning Environment which can be accessed using a laptop or a mobile device (laptops are recommended) and you may need to access these to consolidate your learning from the scheduled sessions or to access additional materials to extend your understanding beyond the immediate needs of the programme.

Teaching Staff

Tutors will be drawn from the pool of academic staff who deliver undergraduate and postgraduate Project Management courses at the University of Cumbria. Tutors in the project management team usually have considerable industry experience as well as teaching experience. Many industry sectors are represented in the current teaching team including engineering, construction, health, education, financial services, IT, Armed forces, logistics and local government.

Assessment

There are three main ways in which you will be assessed in the programme:

- Diagnostic assessments are used by tutors to judge existing understanding and levels of knowledge. The most common form of diagnostic assessment will be asking questions during periods of delivery but there may be other methods used too, such as a short test or a practical activity.
- Formative assessments are typically more structured and overt than diagnostic assessments and are used to judge current understanding. Sometimes these will be scheduled for all learners to do at the same time and at other times they are made available for learners to use as they wish. The aim of a formative assessment is to help learners determine their current understanding, identify any gaps in knowledge or skills so that they can then improve.
- Summative assessments are formal assessments that determine your final grade for a module. Modules typically have 1 or 2 summative assessments and the balance (or weight) of these can be different for each module. Several methods of summative assessment will be utilised in the programme including online tests, written work and practical assessments.

Feedback

Following submission of summative assessments, your work will be assessed according to University of Cumbria procedures and regulations and you will be provided with a provisional grade and feedback within 20 working days. Results are formalised through module confirmation boards at set points in each academic year so it may be a few months before completion of the award is officially confirmed.

Graduate Prospects

This programme is designed to provide entry level information on project management to people who are new to projects.

MODULES

Year 1			
Code	Title	Credits	Status
HPRO4019	Principles of Project Management	20	Compulsory
HPRO4020	Project Planning & Resource Management	20	Compulsory
HPRO4027	Project Finance Management	20	Compulsory

Key to Module Statuses	
Compulsory modules	Must be taken although it may possible to compensate as a marginal fail (within the limits set out in the Academic Regulations and provided that all core or pass/fail elements of module assessment have been passed).

Timetables
Your timetable will be discussed and agreed with your employer to ensure that this is understood by your line manager, that your attendance is supported and the effort required to complete the course recognised. Scheduled delivery will typically occur on a single day each week for 21 weeks, additional self-study may be required beyond this scheduled study day to consolidate or enhance your understanding of the learning materials.

ADDITIONAL INFORMATION

Student Support

The [Student Enquiry Point](#) is a simple way to contact Student Services. Using the Student Enquiry Point tile on the Student Hub you can submit an enquiry to any of the Student Services teams, which includes:

- [Careers and Employability](#)
- [Chaplaincy](#) for faith and spiritual wellbeing
- [Mental Health and Wellbeing](#)
- [Digital Skills](#)
- [Disability and Specific Learning Difficulty \(SpLD\)](#)
- [International Student Support](#)
- [Library](#)
- [Money Matters](#)
- [Safeguarding](#)
- [Skills@Cumbria](#)
- [Sports and Fitness Facilities](#)
- [University Student Accommodation](#)

As a student at the University of Cumbria you automatically become a member of the Students' Union. The Students' Union represents the views and interests of students within the University.

The Students' Union is led by a group of Student Representatives who are elected by students in annual elections. They also support approximately 400 Student Academic Reps within each cohort across the entire University. The Students' Union represent the views of their cohort and work with academic staff to continuously develop and improve the experience for all University of Cumbria students. You can find out more about who represents you at www.ucsu.me.

You can email at any time on studentvoice@cumbria.ac.uk.

Course Costs

Tuition Fees

Course fees can be found [here for undergraduates](#) and [here for international students](#).

Additional Costs

There are no additional costs on this programme.

Exceptions to the Academic Regulations

This programme operates in accordance with the University's Academic Regulations and Academic Procedures and Processes.

External and Internal Benchmarks

This programme uses the Project Fundamentals Qualification from the Association of Project Management as a reference point for content and assessment.

Disclaimer

This programme has been approved (validated) by the University of Cumbria as suitable for a range of delivery modes, delivery patterns, and delivery sites. This level of potential flexibility does not reflect a commitment on behalf of the University to offer the programme by all modes/patterns and at all locations in every academic cycle.