



# Programme Specification

## PRO-2023: Project Management

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LU Bachelor of Science (Honours) awarded by Lancaster University (FHEQ Level 6)

Programme Status: Approved | Version: 1

## Introduction

This programme specification provides a summary of the main features of the Project Management programme and includes the learning outcomes that you as a student are expected to have achieved on successful completion of the programme.

Further detailed information related to this programme and the College can be found in the following resources:

- Programme Handbook
- B&FC Admissions Policy
- Work based and placement learning handbook (for foundation degrees)
- Student guide to assessment and feedback

When undertaken as part of a Degree Apprenticeship additional information is available in the following resources:

- The Programme Delivery Plan
- The End Point Assessment Guide
- B&FC Mentor Guide
- B&FC Apprenticeship Strategy

## Key Programme Information

<b>Programme Code</b>	PRO-2023
<b>Programme Title</b>	Project Management
<b>Teaching Institution</b>	Blackpool and The Fylde College
<b>Professional, Statutory and Regulatory Body (PSRB) Accreditation</b>	None
<b>UCAS Code</b>	
<b>Language of Study</b>	English
<b>Version</b>	1
<b>Approval Status</b>	Approved
<b>Approval Date</b>	26 June 2023
<b>JACS Code</b>	Other: Other
<b>Programme Leader</b>	Andrew Smith

## Programme Awards

<b>Award</b>	<b>Award Type</b>	<b>Level</b>	<b>Awarding Body</b>
LU Bachelor of Science (Honours)	Honours Degree (360 credits)	Level 6	Lancaster University

## Programme Overview

The Centre of Excellence in Project Management at Blackpool and the Fylde College is committed to providing a highly responsive curriculum that is employment and future-focused and will enable you to develop the essential knowledge and skills that will prepare you for future success in work and life.

The BSc Hons Top-Up in Project Management programme is designed and updated in close collaboration with large local and national employers such as BAE Systems, Rolls Royce, Government departments, and the APM (Association for Project Management) to meet the Project Management needs of industry locally, regionally and nationally. Such has been its success that in 2016 it was awarded the highly prestigious 'Queen's Anniversary Prize Award

for Higher and Further Education Excellence' and the programme team designated as a 'Centre of Excellence in Project Management'.

The current programme has been tried and tested over 17 years with a very high level of success. The ethos behind the programme is that it offers you the opportunity to study tools and techniques and management practices that are intrinsic to the project management environment. Several employers have formally articulated the beneficial impact that the programme has provided to their employees and organisations in terms of project success, knowledge transfer and stakeholder feedback.

This fully APM accredited programme offers you the opportunity to study four to four and a half years part-time on the BSc (Hons) Top-Up. There are also flexible learning approaches designed to meet the diverse requirements of the individual or employer.

One of the key features of the programme is that it allows an element of networking to occur creating an environment for cross pollination of working practices and ideas from an array of working backgrounds to strengthen your understanding of the dynamic role of working and practicing project managers.

## Admission Criteria

Apprentices, and non-apprentices are required to be working in project facing roles for the duration of the programme of study. The project facing role must be a substantive role and be either, a trainee project manager, or professional project manager position.

BSc Hons Programme entry criteria (part time students):

A minimum of 80 UCAS points (excluding Functional Skills) in an appropriate discipline. You should hold an appropriate Diploma/Extended Diploma, A-levels or an equivalent qualification along with a minimum of level 2 GCSE English and Mathematics. Applicants who are able to demonstrate relevant work/life skills or knowledge will also be considered on an individual basis.

Degree Apprenticeship Entry Requirements:

Whilst entry requirements are a matter for individual employers, typically an apprentice might be expected to have achieved appropriate level 3 qualifications on entry e.g. 3 GCE 'A' Levels at Grades A to C, or a vocational equivalent. Apprentices are also expected to have typically achieved Maths and English at Level 2 prior to starting the apprenticeship.

## Career Options and Progression Opportunities

Project management is in high demand across many industries and sectors, and as such, the career prospects for competent project professionals is excellent and typically attracts higher than average salaries compared to other management disciplines.

This programme allows you to acquire a range of specific and transferable skills, knowledge and competencies aligned to and accredited by the project management professional body, APM, assuring employers and prospective employers that you have been educated to the most appropriate outcomes for industry and the wider project management discipline.

This programme was developed in direct partnership with industry and provides you with the assurance that your journey to graduate level is fully compliant with industry requirements and current thinking.

Graduates of the programme are appropriately positioned to become a project professional and continue their development to excel in project manager roles and/or professional management roles within a range of industries that apply project management tools, techniques and

philosophies. Many of our graduates have progressed into senior project management roles across the UK, dealing with multi-million pound projects around the globe.

## **Programme Aims**

Aim 1 - To provide the opportunity for students to gain skills, knowledge and confidence to apply proven project management principles, techniques, applications and methods in the workplace.

Aim 2 - To explore contemporary issues and new developments in the field of project management to enable students to become proficient project professionals with a robust foundation and framework in this discipline.

Aim 3 - To acquire knowledge, analyse and evaluate new approaches to project management and to apply these appropriately within their specific context.

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BSc Hons - Top up

- Aim 5 Develops the recognised competences in project management such that they can be applied in the global workplace to produce sustainable outcomes for the success of industry.

- Aim 6 Provides students with the opportunity to gain a critical and informed awareness of contemporary issues and new developments in the field of project management.

- Aim 7 Provides students with the opportunity to gain transferable knowledge and skills to enable them to engage effectively with individuals, teams and organisations.

- Aim 8 Develops critical evaluation, diagnostic and creative skills to enable students to exercise significant judgement in a range of situations; accepting accountability for determining and achieving personal and/or group outcomes.

## **Programme Learning Outcomes**

### **Level 6**

Upon successful completion of this level, students will be able to:

1. Analyse and critique the key competencies of project management.
2. Interrogate contemporary issues, problems and opportunities facing project managers working in a dynamic business environment.
3. Employ an array of skills necessary to handle the intricacies involved in project planning and management and display effective decision making.
4. Synthesise sound theoretical concepts with practical understanding surrounding individual, team and organisational behaviours
5. Demonstrate a proactive and consolidatory approach to continuous personal and professional development.
6. Identify complex project-based problems and offer coherent solutions within the frameworks of project management.
7. Critically evaluate and conceptualise ideas, plans and project activity demonstrating independence of thought and ability to undertake work unsupervised.

8. Communicate complex information, ideas, problems and solutions to a range of stakeholders.

## Programme Structure

Module	Level	Credits	%	Category	Description	Length/Word Count	Grading Method
<b>Stage 1</b>							
B41PMPRO: Introduction to Academic Study (Mandatory)	4	20	40%	Practical: Presentation	Present and debate further learning needs to support future studies and enhance transferable skills for employment.	1000	Letter Grade
			60%	Coursework: Article	Case study, interpretation and report	2000	Letter Grade
PRO411: Methods and Principles of Project Management (Mandatory)	4	20	60%	Practical: Exercise	Project based problem solving	2000	Letter Grade
			40%	Coursework: Other	Forum based Discussions and Reflections	1600	Letter Grade
PRO412: Tools and Techniques of Project Management (Mandatory)	4	20	50%	Coursework: Live Project	Deliver a work based project, or student group based project. Produce project documentation in line with an APM methodology.	2000	Letter Grade
			50%	Practical: Presentation	Reflective presentation, and professional discussion.	1500	Letter Grade
PRO413: Project Team Dynamics (Mandatory)	4	20	80%	Coursework: Other	Problem solving forum based discussion and reflection	2000	Letter Grade
			20%	Coursework: Evaluative/ Reflective Report	Reflection based presentation	1000	Letter Grade
PRO415 : Project Environment (Mandatory)	4	20	50%	Practical: Exercise	Project procurement problem solving	1500	Letter Grade
			50%	Coursework: Other	Forum Discussions and Reflections	1600	Letter Grade
PRO416 : Managing Finance within Projects (Mandatory)	4	20	40%	Coursework: Other	Forum based discussion and reflection	1600	Letter Grade
			60%	Practical: Exercise	Project based finance problem solving exercises.	2000	Letter Grade
<b>Stage 2</b>							
PRO511: Contemporary Issues within Project Management (Mandatory)	5	20	40%	Coursework: Other	Debate and reflective discussion	1000	Letter Grade

PRO511: Contemporary Issues within Project Management	5	20	60%	Coursework: Critical Review	Critical Literature Review	2000	Letter Grade
PRO513: Negotiation and Conflict Resolution (Mandatory)	5	20	50%	Coursework: Other	Problem based discussion forum and reflection.	1500	Letter Grade
			50%	Practical: Presentation	Presentation and Project handover report	1500	Letter Grade
PRO514: Legal, Ethical and Professional Issues within Project Management (Mandatory)	5	20	40%	Coursework: Other	Discussion forum and reflection	1600	Letter Grade
			20%	Practical: Presentation	Reflective presentation	1000	Letter Grade
			40%	Coursework: Other	Debate, discussion and critical reflection	1000	Letter Grade
PRO515: Major Project (Mandatory)	5	40	10%	Practical: Presentation	Presentation and reflective discussion	1000	Letter Grade
			70%	Coursework: Live Project	Project Report	4000	Letter Grade
			20%	Practical: Presentation	Project Planning Presentation	1000	Letter Grade
PRO522: Organisational Strategy and Principles of Risk (Mandatory)	5	20	40%	Practical: Presentation	Presentation, and discussion	1500	Letter Grade
			60%	Coursework: Other	Forum Discussions and Reflection	1600	Letter Grade
<b>Stage 3</b>							
PRO605(A): Dissertation Work Based Project (Elective)	6	40	50%	Coursework: Project	Work Based Project	4000	Letter Grade
			50%	Practical: Other	Professional Review based on Evidence Portfolio (including formal Presentation)	75	Letter Grade
PRO611: Project Management Professional (Mandatory)	6	20	40%	Coursework: Evaluative/ Reflective Report	Critical Reflective Log	1500	Letter Grade
			40%	Coursework: Evaluative/ Reflective Report	Critical Reflective Log	1500	Letter Grade
			20%	Practical: Presentation	Professional Review	1000	Letter Grade
PRO612: Defining Projects for Success (Mandatory)	6	20	60%	Coursework: Essay	n/a	2500	Letter Grade
			40%	Coursework: Other	Forum Discussions and Reflections	1600	Letter Grade
PRO613: Leadership of Teams (Mandatory)	6	20	40%	Coursework: Essay	n/a	1500	Letter Grade
			20%	Practical: Presentation	Presentation	1000	Letter Grade
			40%	Coursework: Other	Forum Discussions and Reflections	1600	Letter Grade

PRO614: Complex Project Environment (Mandatory)	6	20	60%	Coursework: Report	n/a	2500	Letter Grade
			40%	Coursework: Other	Forum Discussions and Reflections	1600	Letter Grade
PRO615: Dissertation Work Based Project (Elective)	6	40	80%	Coursework: Dissertation	Report	8000	Letter Grade
			20%	Practical: Presentation	n/a	30	Letter Grade

## Study Workload

Part-time students can expect an average of 6 hours per week in lectures, workshops and seminars and 12 hours in independent study.



## Programme Delivery: Learning and Teaching

The strategy for Teaching, Learning and Assessment has been shaped in response to 17 years of delivery and also most importantly taking in to consideration the needs requirements and feedback from the students/ apprentices. For instance, the learning and teaching strategies are designed to be as informal as possible and are based on interactive lecture and seminar sessions and inclusivity of the Virtual Learning Environment platform as an appropriate blending learning medium.

At this stage in your learning, you will be required to be autonomous learners in many respects, and this will certainly apply to the major project module and the dissertation module in particular. Both formal and informal formative and summative assessments will require you to demonstrate advanced study skills and to use them in the critical analysis and synthesis of information from a variety of sources. Various modes of assessment will be used in different modules to ensure all aspects of learning are assessed and that you are engaged in different forms of assessment, covering your diversity of learning needs.

Modes of assessment may be drawn from the following for example:

- Essays will allow the students to explore the theoretical context.
- Literature review - students learn how to use existing literature to help solve a problem, win support, or determine what further research needs to be conducted.
- Results reported in written form, in poster form, or as multimedia presentation.
- Individual reports encourage independent study through a structured framework
- Pre-seen and unseen written assessments and examinations add academic rigor.
- Presentations and structured debates develop communication skills and teamwork.
- Short exercises involving data analysis promote statistical research skills.
- Portfolio work develops appropriate methodologies and reflective practice. They will facilitate reflective practice, including critical self and peer evaluation, enabling students to chart their own developmental progress both academically and professionally.
- Tasks aimed at the assessment of specific skills (eg. research skills, statistical presentation skills).

Your progress will be reviewed on a regular basis, with extra support offered to those with academic or personal difficulties. This additional support is a College-wide resource available through the Partners for Success service. All students will be advised regularly of the confidential service that is offered by HELMs (Higher Education Learning Mentors).

Reflective practice has been identified as an increasingly important element and has been incorporated within the BSc (Hons) programme. More specifically it has been incorporated within a number of modules and in particular the Introduction to Academic Studies and Major Project.

The use of reflection and reflective practice is a valuable tool for initial and continuing learning and as a method for bridging the theory-practice gap. It enables both students and staff to achieve high order learning known as praxis (put simply putting learning into practice and critically understanding why).

Reflective practice has become an essential component of training for any profession seeking to enhance practice, based on evidence. It is anticipated that by the use of reflective activities students on the course will be enabled to systematically chart their development, action plan for future development, improve their decision making abilities and demonstrate evidence of the use of knowledge in action.

## **Programme Delivery: Assessment**

Assessments totalling on average 3000 – 4000 words or equivalent will be carried out per module with assessments consisting of a combination of elements such as assessed workshop, coursework and forum based activities.

Assessments are selected by the module tutor to ensure suitability in meeting learning outcomes with the assessments over the module structured to ensure formative feedback can be given. The academic rigor and topic suitability of all assessments is checked through application of the appropriate college and university assessment policies and procedures.

Within our grading criteria for written work for instance we look for key performance criteria connected to critical thinking:

- Identifies and summarizes (and appropriately reformulates) the problem, question, or issue.
- Identifies and considers the influence of context (cultural/social, educational, technological, political, scientific, economic, ethical, or experiential) and assumptions.
- Develops, presents, and communicates individual perspective, hypothesis, or position.
- Presents, assesses, and analyses appropriate supporting data/evidence.
- Integrates issue using other disciplinary perspectives and positions (to qualify analysis).
- Identifies and assesses conclusions, implications, and consequences.
- Communicates effectively.

Various forms of assessment are employed, for instance the forum based authentic assessment which can offer an authentic learning experience in and of itself, providing opportunity for apprentices and work based students to link their real world experiences to the academic body of knowledge associated with the particular module.

Flexibility in the modes of assessment is required to allow for the course to react to emerging issues in the changing world of project management and the fast-moving industries apprentices/ students are working in or hope to work in.

## **Programme Delivery: Work Based and Placement Learning**

The work-based learning environment is heavily integrated into the Project Management programme, promoting and emphasising the professional ethics and systematic ability of a project manager across a broad spectrum of situations requiring project management processes and techniques. Apprentices, and non-apprentices entering this degree programme need to be fully employed with a relevant project-based employer, carrying out a relevant work placement within a company operating project-based approaches whilst on programme. This stakeholder involvement will be agreed between tutor, student and employer during the first two semesters on programme. The activities that fall within the work-based learning remit will be monitored and assessed as per the formal processes dictated by the aims, outcomes and assessment strategies of the programme and apprenticeship.

## **Programme Delivery: Graduate Skill Development**

Key graduate attributes, especially for employment are developed right across the programme. For instance, through the use of Personal and Professional Development Plans students develop their commitment to lifelong learning and career development. Several modules encourage collaborative teamwork and leadership skills through the use of group presentations, assessed group debates as well as group projects. The module 'Legal, Ethical and Professional Issues within Project Management' is a strong educational experience in producing ethical, social, and professional understanding.

Communication is the cornerstone of Project Management and receives considerable coverage across the BSc Honours modules as does research, scholarship, and enquiry skills (resulting in our students regularly presenting at the British Conference for Undergraduate Research and receiving Undergraduate Awards).

With modern project management often requiring people to be able to work on transnational projects, global citizenship has quite a bit of attention paid to it across the programme whilst entrepreneurial awareness and capabilities are heavily cultivated through modules such as 'Complex Project Environment' and 'Defining Projects for Success'

## **Study Costs: Equipment Requirements**

The main resources required to achieve the learning outcomes of the programme are provided by the College. You should be aware that there may be additional minor costs to consider such as photocopying/printing.

In addition, you are required to provide a suitable IT device to access the online resources for the programme. These include CANVAS, library resources, and Teams/ Zoom class log in.

## **Study Costs: Additional Costs**

As an enhancement to the programme there may be optional educational visits which will incur costs dependent on the location.

## **Related Courses**

It is also possible for students who successfully complete the BSc (Hons) (subject to meeting Lancaster University's entry criteria) to progress onto the MSc in Project Management currently offered by Lancaster University