

# UFS FORM 5: SHORT LEARNING PROGRAMME

## SECTION A: CATALOGUE

**CODE:** HEQC/H06/EMS/SLBPM (Credit-bearing SLP)

**TITLE:** Basic Project Management (Public Sector)

**QUALIFICATION TITLE:** B. Pub. Hons.

**NQF LEVEL:** 5

**CREDITS:** 8 **NOTIONAL LEARNING HOURS:** 80

The contact time will entail a five day formal facilitation session, including lecturing, simulations and role-play exercises and activities aimed at giving practical effect to theoretical concepts.

**FORMAL CONTACT TIME:** 32 HOURS

### LEARNING ASSUMED TO BE IN PLACE:

- A formal qualification on NQF level 4 *plus* relevant experiences.
- Evidence of relevant prior learning may also be considered
- The general regulations of the University of the Free State will also be applicable.

### LEARNING OUTCOMES:

Learners will be able to:

- Explain fundamentals of project management. (Focus will be on management / development projects, which have a uniquely public sector perspective). (Refer to the attached Unit Standard 120372 [Annexure A]).
- The qualifying learner is capable of transforming policy choices into viable policy projects and programmes. (Proposed Unit Standard POL162; Annexure B).

### BRIEF DESCRIPTION OF CONTENT:

1. Defining a project
2. Preparing for project management
3. The project life-cycle
4. Project management aimed at the execution of corporate strategy
5. Participants in the project management process
6. Resistance to change in the project management process
7. Project risk management
8. The strategic management of projects
9. The GANTT chart as tool for the planning and analysis of projects:

### CRITICAL OUTCOMES SUPPORTED BY SHORT LEARNING PROGRAMME:

- Demonstrate an understanding of project management tools.
- Use a range of project management tools.

## **METHODS OF ASSESSMENT:**

A portfolio of evidence, consisting of individual and group assignments, activities, group discussions, individual feedback, case studies, role-play and simulation.

*Annexure B: Assessment linked to specific outcomes and requirements of the appropriate Unit Standard.*

## **ASSESSMENT CRITERIA:**

A portfolio of evidence, consisting of individual and group assignments, activities, group discussions, individual feedback, case studies, role-play and simulation.

## **ORGANISING FIELD: 3**

(1 = Agriculture and Nature Conservation)

(2 = Culture and Arts)

(3 = Business, Commerce and Management Studies)

(4 = Communication Studies and Language)

(5 = Education, Training and Development)

(6 = Manufacturing, Engineering and Technology)

(7 = Human and Social Studies)

(8 = Law, Military Science and Security)

(9 = Health Sciences and Social Services)

(10 = Physical, Mathematical, Computer and Life Sciences)

(11 = Services)

(12 = Physical Planning and Construction)

**APPROVAL DATE:** October 2006

**REVIEW DATE:** 2008

**DEPARTMENTAL OR PROGRAMME "HOME":** Public Management

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