

Hertfordshire Business School

Title of Programme:

MSc Project Management

Programme Code: BSPM

Programme Specification

This programme specification is relevant to students entering:
01 September 2019

Associate Dean of School (Academic Quality Assurance):
Denise Ball

Signature

Denise Ball

A programme specification is a collection of key information about a programme of study (or course). It identifies the aims and learning outcomes of the programme, lists the modules that make up each stage (or year) of the programme, and the teaching, learning and assessment methods used by teaching staff. It also describes the structure of the programme, its progression requirements and any programme-specific regulations. This information is therefore useful to potential students to help them choose the right programme of study, to current students on the programme, and to staff teaching and administering the programme.

Summary of amendments to the programme

Date	Section	Amendment
10/10/18		Amended in light of periodic review

If you have any queries regarding the changes please email AQO@herts.ac.uk

Programme Specification MSc Project Management

This programme specification (PS) is designed for prospective students, enrolled students, academic staff and potential employers. It provides a concise summary of the main features of the programme and the intended learning outcomes that a typical student might reasonably be expected to achieve and demonstrate if he/she takes full advantage of the learning opportunities that are provided. More detailed information on the teaching, learning and assessment methods, learning outcomes and content for each module can be found in Definitive Module Documents (DMDs) and Module Guides.

Section 1

Awarding Institution/Body	University of Hertfordshire
Teaching Institution	University of Hertfordshire
University/partner campuses	De Havilland Campus
Programme accredited by	Association for Project Management (APM)
Final Award (Qualification)	MSc
All Final Award titles	Project Management
(Qualification and Subject)	
FHEQ level of award	7
Language of Delivery	English

A. Programme Rationale

This programme is to equip themselves with the knowledge, skills and understanding regarded as necessary for a career in Project Management. MSc Project Management provides a variety of opportunities for students with different interests and backgrounds to unite in learning and applying project management theory and methods.

The programme is intentionally designed to cover qualitative and quantitative aspects of project management knowledge areas. The curriculum provides students with hands-on exercises and a range of practical knowledge and skills that could be applied immediately in any project management work environment. This programme also allows students to consider opportunities for further academic development and research in the field of Project Management.

MSc Project Management is based on robust academic content, and founded on the thorough understanding of the theoretical basis of project management. This basis is informed by latest research in underlying subject disciplines, professional bodies of knowledge and critical appraisal of emerging practice. It is accredited by the Association for Project Management (APM). This programme builds bridges between the theoretical underpinnings and project management practice. The programme includes critical evaluation and highlights the limitations of theory in its application and the challenges provided by emerging practice.

B. Educational Aims of the Programme

The programme has been devised in accordance with the University's graduate attributes of programmes of study as set out in [UPR TL03](#).

Additionally this programme aims to:

- provide students with a contemporary, critical and applied programme of study at postgraduate level within the subject area of Project Management;
- develop the academic and practical skills appropriate to the study of Project Management;
- enable students, through a range of modules, to explore and apply knowledge and understanding of Project Management, and to recognise the complexity of any given situation;
- develop students' ability to critically evaluate tools and techniques as applied in project management.
- understand the connection between projects and society in the globalised economy

C. Intended Learning Outcomes

The programme provides opportunities for students to develop and demonstrate knowledge and understanding, skills and other attributes in the following areas. The programme outcomes are referenced the Frameworks for Higher Education Qualifications of UK Degree-Awarding Bodies (2014), and relate to the typical student. Additionally, the SEEC Credit Level Descriptors for Further and Higher Education (2016) have been used as a guiding framework for curriculum design.

Knowledge and Understanding:	Teaching/learning methods & strategies	Assessment
<p>A1- Critically examine the role of Project Management and its interrelationship with other fields of study</p> <p>A2- Apply Project Management to a range of project environments, and within broader programme, organisational and social contexts.</p> <p>A3-Analyse the role of the project manager and the key success factors in leading projects and managing key stakeholder relationships</p> <p>A4- Apply appropriate methods, tools and techniques for decision making and problem solving in projects.</p>	<p>Acquisition of knowledge and understanding is through a combination of (but is not limited to) lectures, seminars, tutorials and workshops, project or dissertation work, group work, students presentations and case studies throughout the programme as a whole. The choice of method will depend upon the nature and format of specific modules and their learning outcomes.</p> <p>Additional support is provided by one to one sessions with a research project supervisor.</p> <p>Throughout, the learner is encouraged to undertake independent study both to supplement and consolidate what is being taught/learnt and to broaden their individual knowledge and understanding of the subject.</p>	<p>Knowledge and understanding are assessed through a combination of (not limited to) time constrained assessment, class tests, presentations (individual and group), group work, reports and essays.</p>
Intellectual skills:	Teaching/learning methods & strategies	Assessment
<p>B1- Critically evaluate project management theory, acknowledging the practical limitations encountered, and emerging practice.</p> <p>B2- Conduct research into project management issues that require familiarity with a range of relevant data, research sources and methodologies.</p> <p>B3 - Evaluate the rigour and validity of published research and assess its relevance to new situations.</p> <p>B4- Adopt an appropriate, independent approach to</p>	<p>Intellectual skills are developed the programme by the methods and strategies outlined in section A, above.</p> <p>Throughout, the learner is encouraged to develop intellectual skills further by independent study</p>	<p>Intellectual skills are assessed through a combination of (although not limited to) time constrained assessment, class tests, presentations (individual and group), group work, individual reports and essays.</p>

problem-solving in the project environment.		
Practical skills:	Teaching/learning methods & strategies	Assessment
<p>C1- Use project management techniques to plan and evaluate the performance of projects and use of resources.</p> <p>C2- Plan, design and execute a sustained piece of research using appropriate research methods.</p> <p>C3- Identify sources of relevant data and information.</p> <p>C4- Gather and process data and information</p> <p>C5- Plan and manage time and learning.</p>	<p>Practical skills are developed through a variety of teaching and learning methods including, seminars, workshops, project/dissertation work, and group work, learning logs, student presentations and case studies. The choice of method will depend upon the nature and format of each specific module and the desired learning outcomes.</p>	<p>Practical skills are assessed through a range of assignments built into the curriculum as outlined at A and B above.</p>
Transferable skills:	Teaching/learning methods & strategies	Assessment
<p>D1- Communicate effectively arguments, ideas and information in writing and by oral presentation.</p> <p>D2- Work effectively with others as team members or leaders.</p> <p>D3- Reflect on practice.</p> <p>D4- Exercise initiative and responsibility, taking responsibility for their learning and continuing professional development, and incorporating an ethical dimension to their practice.</p> <p>D5- Use project management related IT effectively.</p>	<p>Transferable skills are developed throughout the programme by teaching and learning methods, which may include seminars, workshops, project/dissertation work, and group work, learning logs, student presentations, role play, computer applications and case studies.</p> <p>Throughout, the learner is encouraged to develop transferable skills by maintaining a record of evidence and completing a personal development plan.</p>	<p>Transferable skills are assessed through course work, oral presentation, case studies, project reports, seminars and group based coursework.</p>

D. Programme Structures, Features, Levels, Modules, and Credits

The programme is offered in full-time (1 year) mode and part-time (2 year) mode and leads to the award of an MSc Project Management. Entry is normally at Masters (7) with an honours degree of at least 2:2 classification, or at least one year's work experience in a project management role, supported by an HE qualification or equivalent qualification. Intake is in semester A (September) for full-time and part-time students.

Entry is only offered at MSc Postgraduate level with Postgraduate Certificate and Postgraduate Diploma being final awards. The Programme Leader or Deputy will counsel students considering transferring routes, the arrangements based on the following structure, and transferring before the enrolment dates for the relevant academic year and semester

Please note that the Postgraduate Certificate and Postgraduate Diploma are not routinely available to students.

Part-time MSc students may choose to undertake the programme over two, two and a half or three academic years. The Programme Leader or Deputy will counsel part-time students considering the duration of their studies, based on the following structure and enrolment dates.

Professional and Statutory Regulatory Bodies

This is an Association of Project Management (APM) accredited programme.

Work-Based Learning, including Sandwich Programmes N/A

Research Methods Support

The Dissertation includes taught and assessed Research Methods as preparation for students' independent research. This is especially tailored for students on this programme of study, and engagement in it is essential and compulsory.

As an additional resource, students may also wish to draw on the School's general, online Postgraduate Online Research Methods course, non-assessed, available to further support their understanding. This is advised particularly for students who will submit their Dissertations in semester B of their Year 3.

Postgraduate Online Research Methods	7BSP1268	Non-credit-bearing, additional optional resource
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Programme Structure

The programme structure and progression information below (Table 1a and 1b) is provided for the award. Any interim awards are identified in Table 1b. The Programme Learning Outcomes detailed above are developed and assessed through the constituent modules. Table 2 identifies where each learning outcome is assessed.

[Table 1a Outline Programme Structure](#)

Mode of study Full-Time **MSc Project Management**

Entry point Semester A

	Module Code	Credit Points	Language of Delivery	% Examination	% Coursework	% Practical	Semesters
Compulsory Modules							
Module Title							
Principles of Project Management	7BSP0333	15	English	0	70	30	A
Project Scheduling and Budgeting	7BSP0334	15	English	0	100	0	A
Project Risk and Commercial Management	7BSP1350	15	English	0	70	30	A
Project Leadership and Communications	7BSP0338	15	English	0	70	30	A
Project Management Simulation	7BSP0337	15	English	0	70	30	B
Projects and Society	7BSP1354	15	English	0	100	0	B
Dissertation – Project Management	7BSP1266	60	English	0	100	0	ABC

Select two modules (2 x 15 credit modules) from the following options

	Module Code	Credit Points	Language of Delivery	% examination	% coursework	% Practical	Semesters
Optional Modules							
Module Titles							
Agile Development for Managers	7BSP1352	15	English	0	60	40	B
Systems Approaches for Managing Change	7BSP1353	15	English	0	100	0	B
Computer Simulation for Business	7BSP0413	15	English	0	100	0	B
Managing Information Systems	7BSP1358	15	English	0	100	0	B

Mode of study Part-Time **MSc Project Management**

Entry point Semester A

Year One

Module Title	Module Code	Credit Points	Language of Delivery	% Examination	% Coursework	% Practical	Semesters
Compulsory Modules							
Principles of Project Management	7BSP0333	15	English	0	70	30	A
Project Scheduling and Budgeting	7BSP0334	15	English	0	100	0	A
Projects and Society	7BSP1354	15	English	0	100	0	B

Select one 15-credit module from the following options

Module Titles	Module Code	Credit Points	Language of Delivery	% examination	% coursework	% Practical	Semesters
Optional Modules							
Agile Development for Managers	7BSP1352	15	English	0	60	40	B
Systems Approaches for Managing Change	7BSP1353	15	English	0	100	0	B
Computer Simulation for Business	7BSP0413	15	English	0	100	0	B
Managing Information Systems	7BSP1358	15	English	0	100	0	B

Year Two

Module Title	Module Code	Credit Points	Language of Delivery	% Examination	% Coursework	% Practical	Semesters
Compulsory Modules							
Project Risk and Commercial Management	7BSP1350	15	English	0	70	30	A
Project Leadership and Communications	7BSP0338	15	English	0	70	30	A
Project Management Simulation	7BSP0337	15	English	0	70	30	B
Dissertation – MSc Project Management	7BSP1266	60	English	0	100	0	ABC

Select one 15-credit module from the following options

Module Titles	Module Code	Credit Points	Language of Delivery	% examination	% coursework	% Practical	Semesters
Optional Modules							
Agile Development for Managers	7BSP1352	15	English	0	60	40	B
Systems Approaches for Managing Change	7BSP1353	15	English	0	100	0	B
Computer Simulation for Business	7BSP0413	15	English	0	100	0	B
Managing Information Systems	7BSP1358	15	English	0	100	0	B

Table 1b Final and interim awards available

The programme provides the following final and interim awards:

Final Award	Award Title	Minimum requirements	Available at end of (normally):	Programme Learning Outcomes developed (see above)
Masters	Project Management	180 credit points including at least 150 at level 7	3 Semesters	All programme learning outcomes (see Table 2)

Interim Award	Award Title	Minimum requirements	Available at end of Level	Programme Learning Outcomes developed (see above)
Postgraduate Diploma	Project Management	120 credit points, including at least 90 at level 7	2, 3 Semesters	A1-A4, B1-B4, C1, C3, C4, C5, D1-D5
Postgraduate Certificate	Project Management	60 credit points at Level 7	1-2 Semesters	A1-4, B1-4, C1, C3-5, D1-5

Masters and Diploma awards can be made "with Distinction" or "with Commendation" where criteria as described in [UPR AS14](#), Section D and the students' handbook are met.

Programme-specific assessment regulations

The programme is compliant with the University's academic regulations (in particular, [UPR AS11](#), [UPR AS12/UPR AS13](#) (*delete as applicable*) and [UPR AS14](#)) with the exception of those listed below, which have been specifically approved by the University:

Further points of clarification and interpretation relevant to this specific programme are given below:

None

E. Management of Programme & Support for student learning

Management

The programme is managed and administered through:

- Dean of School and Deputy Dean of School
- Head of Information Systems and Project Management, who has delegated management responsibility for this programme
- A Programme Leader who is responsible for the day- to-day management of the programme
- An Admissions Tutor, with specific responsibility for open days and selection
- An International Admissions Tutor, with specific responsibility for selection of overseas students
- A designated Administrator to deal with day-to-day administration associated with the programme
- Module Leaders who are responsible for individual modules
- A programme committee, the membership of which includes student representatives from each level of study and key members of the Business School staff.

Support

Students are supported by:

- A Programme Leader
- The Hertfordshire Business School Information Point
- Centre for Academic Skills Enhancement (*CASE*)
- Student representative on programme committees
- A designated programme administrator
- An Induction week at the beginning of the academic session
- Overseas Orientation
- StudyNet, a versatile on-line inter-active intranet and learning environment
- Access to extensive digital and print collections of information resources
- Attractive modern study environments in Learning Resources Centres
- A substantial Student centre that provides advice on issues such as finance, University regulations, legal matters, accommodation, international student support etc.
- Office of Dean of Students, incorporating Chaplaincy, Counselling and nursery
- Medical centre
- English support classes, including Business Communications sessions aligned with a core module
- A Mathematics Drop-in Centre
- An Equality Office
- The Students' Union
- Guided student centred learning through the use of Canvas
- A Careers Service for all current students and graduates
- University Disability Advisors

F. Other sources of information

In addition to this Programme Specification, the University publishes guidance to registered students on the programme and its constituent modules:

- A Programme (or Student) Handbook;

- A Definitive Module Document (DMD) for each constituent module;
- A Module Guide for each constituent module.

The [Ask Herts](#) website provides information on a wide range of resources and services available at the University of Hertfordshire including academic support, accommodation, fees, funding, visas, wellbeing services and student societies.

As a condition of registration, all students of the University of Hertfordshire are required to comply with the University's rules, regulations and procedures. These are published in a series of documents called 'University Policies and Regulations' (UPRs). The University requires that all students consult these documents which are available on-line, on the UPR web site, at: <http://www.herts.ac.uk/secreg/upr/>. In particular, [UPR SA07](#) 'Regulations and Advice for Students' Particular Attention - Index' provides information on the UPRs that contain the academic regulations of particular relevance for undergraduate and taught postgraduate students.

In accordance with section 4(5) of the Higher Education and Research Act 2017 (HERA), the UK Office for Students (OfS) has registered the University of Hertfordshire in the register of English higher education providers. The Register can be viewed at: <https://www.officeforstudents.org.uk/advice-and-guidance/the-register/the-ofs-register/>. Furthermore, the OfS has judged that the University of Hertfordshire delivers consistently outstanding teaching, learning and outcomes for its students. It is of the highest quality found in the UK. Consequently, the University received a Gold award in the 2018 Teaching Excellence and Student Outcomes (TEF) exercise. This award was made in June 2018 and is valid for up to 3 years. The TEF panel's report and conclusions can be accessed at: <https://www.officeforstudents.org.uk/advice-and-guidance/teaching/tef-outcomes/#/provider/10007147>

G. Entry requirements

The normal entry requirements for the programme are:

- An honours degree of at least 2:2 classification, in a cognate degree in Business and non-Business related disciplines; or
- The equivalent of the above from a recognised University overseas; or
- At least one year of work experience in a project management role, supported by an HE qualification or equivalent qualification; or
- Equivalent qualifications to be assessed by the Programme Leader and Admission Tutor; or
- University of Hertfordshire Graduate Certificate in Business or equivalent
- GCSE English Language and Mathematics at grade C or above, or qualifications recognised as equivalent by the University on its website at <http://www.herts.ac.uk/apply/entry-requirements/undergraduate-degrees/gcse-equivalent-entry-requirements>
- Equivalent qualifications to be assessed by the Programme Leader and Admissions Tutor

English Language entry requirements

In addition all students for whom English is not their first language must produce evidence of their English Language proficiency. The standard required is an IELTS score of 6.5 (with no less than 5.5 in each band), or an equivalent score on a test recognised by the University of Hertfordshire.

[Pre-sessional English language courses are available at the University of Hertfordshire for students who have an IELTS score of 6.0]

This requirement will be waived if the student has successfully completed an undergraduate degree at a university in the United Kingdom, or another country acceptable to the University of Hertfordshire, where study was in English and the student was based in that university's home country during study.

The programme is subject to the University's Principles, Policies and Regulations for the Admission of Students to Undergraduate and Taught Postgraduate Programmes (in [UPR SA03](#)), along with associated procedures. These will take account of University policy and guidelines for assessing accredited prior certificated learning (APCL) and accredited prior experiential learning (APEL).

If you would like this information in an alternative format please contact: Birinder Sandhawalia, Programme Leader – B.S.Sandhawalia@herts.ac.uk

If you wish to receive a copy of the latest Programme Annual Monitoring and Evaluation Report (AMER) and/or the External Examiner's Report for the programme, please email a request to aqo@herts.ac.uk

MSc Project Management

Table 2: Development of Intended Programme Learning Outcomes in the Constituent Modules

This map identifies where the programme learning outcomes are assessed in the constituent modules. It provides (i) an aid to academic staff in understanding how individual modules contribute to the programme aims (ii) a checklist for quality control purposes and (iii) a means to help students monitor their own learning, personal and professional development as the programme progresses.

		Programme Learning Outcomes (as identified in section 1 and the following page)																	
		Knowledge & Understanding				Intellectual Skills				Practical Skills					Transferable Skills				
Module Title	Module Code	A1	A2	A3	A4	B1	B2	B3	B4	C1	C2	C3	C4	C5	D1	D2	D3	D4	D5
Principles of Project Management	7BSP0333	x	x	x		x		x		x		x	x		x	x	x	x	
Project Scheduling and Budgeting	7BSP0334	x			x		x	x	x	x		x	x	x	x	x	x	x	x
Project Risk and Commercial Management	7BSP1350	x		x	x	x	x	x	x	x		x	x	x	x	x	x	x	x
Project Management Simulation	7BSP0337	x	x	x	x		x	x	x	x		x	x	x	x	x	x	x	x
Project Leadership and Communications	7BSP0338	x	x			x		x				x	x	x	x	x	x	x	
Projects and Society	7BSP1354		x			x	x	x									x	x	
Dissertation – Project Management	7BSP1266	x				x	x	x	x	x	x	x	x	x	x		x	x	
Agile Development for Managers	7BSP1352	x	x	x		x	x	x		x					x	x	x		x
Computer Simulation for Business	7BSP0413			x					x			x	x						
Managing Information Systems	7BSP1358	x	x			x	x								x				
Systems Approaches to Managing Change	7BSP1353	x	x		x		x					x	x	x	x	x			

KEY TO PROGRAMME LEARNING OUTCOMES

Knowledge and Understanding

- A1- Critically examine the role of Project Management and its interrelationship with other fields of study
- A2- Apply Project Management to a range of project environments, and within broader programme, organisational and social contexts.
- A3- Analyse the role of the project manager and the key success factors in leading projects and managing key stakeholder relationships
- A4- Apply appropriate methods, tools and techniques for decision making and problem solving in projects

Intellectual Skills

- B1- Critically evaluate project management theory, acknowledging the practical limitations encountered, and emerging practice
- B2- Conduct research into project management issues that require familiarity with a range of relevant data, research sources and methodologies
- B3- Evaluate the rigour and validity of published research and assess its relevance to new situations
- B4- Adopt an appropriate, independent approach to problem-solving in the project environment

Practical Skills

- C1- Use project management techniques to plan the project and appropriate tools to schedule resources
- C2- Plan, design and execute a sustained piece of research using appropriate research methods
- C3- Identify sources of relevant data and information
- C4- Gather and process data and information
- C5- Plan and manage time and learning

Transferable Skills

- D1- Communicate effectively arguments, ideas and information in writing and by oral presentation
- D2- Demonstrate interactive and group skills
- D3- Reflect on practice
- D4- Exercise initiative and responsibility, taking responsibility for their learning and continuing professional development, and incorporating an ethical dimension to their practice.
- D5- Use project management related information technology effectively

Section 2

Programme management

Relevant QAA subject benchmarking statements

Specialist Masters awards in Business and Management 2015

Type of programme

Taught Postgraduate

Date of validation/last periodic review

October 18

Date of production/ last revision of PS

November 18

Relevant to level/cohort

Level 7 entering September 2019

Administrative School

Hertfordshire Business School

Table 3 Course structure

Course details		
Course code	Course description	JACS/HECOS
BSPM	MSc Project Management	N213/100812