

# Course Syllabus

**1. Course Title:** Project Management

**2. Course Code:** PRMA420819

**3. Credit Units:** 2 (2/0/4) ( 2 units of theory/ 0 unit of practice/ 4 units of self-study)

Duration: 10 weeks (3 hours of theory, 0 hours of practice, and 6 hours of self-study per week)

**4. Course Instructors**

1/ MSc. Nguyễn Văn Khoa

2/ MSc. Nguyễn Thanh Tú

3/ Dr. Hà Duy Khánh

**5. Course Requirements**

Prerequisite courses: None

Previous courses: None

Parallel courses: None

**6. Course Description**

It is one of theory subjects related to knowledge about economics and management in construction. This course equips learners with a basic knowledge of project management including planning, implementation and control of construction projects from the stage of project formulation to project completion: How to make decisions and carry out work in the constraints of time, cost and manpower, the organizational forms of project management, planning methods, progress, project control, and distribution of resources, etc.

**7. Course Goals**

Goals	Goal description	Programme ELOs
G1	Knowledge in project management: scheduling management, cost management ...	1.3
G2	Experience of professional skills and ethics	2.1, 2.4, 2.5
G3	Development of soft skills necessary to needs of study and profession.	3.1, 3.2, 3.3
G4	Ability to build, organize and manage the construction project.	4.5, 4.6

**8. Course Learning Outcomes (CLOs)**

CLOs	CLO Description	Programme ELOs
G1 G1.1	Understanding the concepts in the field of project management. Understanding the structure of a project. Establish and manage the project schedule. Having the ability to evaluate the project in terms of cost and schedule. Understand and present fundamentally the construction contract.	1.3
G2 G2.1	Estimate preliminary the investment cost of a common construction	2.1

		project. Offering the optimal solution to make a multi-objective decision. Knowing quantified and evaluated a project on finance. Knowing how to optimize the project scheduling.	
	<b>G2.2</b>	Be able to search for documents, research and present the specialized content to develop career skills.	2.4, 2.5
<b>G3</b>	<b>G3.1</b>	Ability to work in groups to discuss and resolve issues related to project management.	3.1, 3.2
	<b>G3.2</b>	Understand and written by some of English terms used in project management.	3.3
<b>G4</b>	<b>G4.1</b>	Calculate and evaluate the status of the project (cost and schedule) in the process of project management.	4.5, 4.6

## 9. Learning Resources

- Textbooks:

1. FCE, Lecture notes
2. Cao Hao Thi, Nguyen Thuy Quynh Loan, Project management, Publishers National University of HCMC, 2008.
3. Đò Thi Xuan Lan, Project management in construction, Publishers National University of HCMC, 2010.

- References:

1. Luong Duc Long, Tran Trung Kien, Nguyen Thanh Trung, Mai Xuan Viet, Truong Dinh Nhat, **Application MS Project 2007 for scheduling and management of construction projects**, Ha Noi - 2012.
2. Meredith J.R., Samuel J. And Mantel Jr., (2000) **Project Management – A Managerial Approach**. Wiley New York.

## 10. Student Assessment:

- Grading scale: **10**

- Assesment plan:

Type	Content	Timeline	Assesment method	CLOs	Rate (%)
<b>Assignments</b>					<b>30</b>
BT#1	Concepts on project management	Week 1	Contest	G1.1	10
BT#2	Calculate and evaluate the project on finance.	Week 3	Contest	G2.1	10
BT#3	Manager the project by earned value method	Week 8	Contest	G3.2, G4.1	10
<b>Report - Presentation</b>					<b>20</b>
BL#1	Solving the situation of project organization structure	Week 5	Group-working Demonstration	G1.1, G3.1	10
BL#2	Contracts in construction activities	Week 10	Individual Presentation	G1.1, G3.1	10
<b>Final exam</b>					<b>50</b>

	Content of the exam includes all the outcomes of the course. - Duration: 60 minutes		Multiple choice contest	G1.1, G2.1,G2.2, G3.1,G4.1	
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### 11. Course content:

Week	Content	CLOs
1	<b>Chapter 1: Basic Concepts about project management (3h,0h,6h)</b>	
	<b>A/ Content and pedagogical methods in class: (3h)</b> <b>Content:</b> 1.1 Project 1.2 Project management 1.3 Project manager <b>Pedagogical methods:</b> + Presentation of lecture + Group discussion	G1.1
	<b>B/ Self-study content: (6h)</b> + Principles and the role of project manager	G1.1, G2.2
2	<b>Chapter 2: Starting the project (3h,0h,6h)</b>	
	<b>A/ Content and pedagogical methods in class: (3h)</b> <b>Content:</b> 2.1 Forming project 2.2 Evaluating, comparing and selecting projects <b>Pedagogical methods:</b> + Presentation of lecture + Group discussion	G2.1
	<b>B/ Self-study content: (6h)</b> Reading document, do assignment.	G2.1, G2.2
3	<b>Chapter 3: Multi-objective decision making (3h,0h,6h)</b>	
	<b>A/ Content and pedagogical methods in class: (3h)</b> <b>Content:</b> 3.1 Concepts 3.2 Multi-objective decision making methods <b>Pedagogical methods:</b> + Presentation of lecture	G2.1
	<b>B/ Self-study content: (6h)</b> Reading and do homeworks in multi-objective decision making methods	G2.1, G2.2
4	<b>Chapter 4: Estimating preliminary the construction project cost (3h,0h,6h)</b>	

	<p><b>A/ Content and pedagogical methods in class: (3h)</b></p> <p><b>Content:</b></p> <p>4.1 Concepts</p> <p>4.2 Methods to estimate a construction project cost</p> <p><b>Pedagogical methods:</b></p> <ul style="list-style-type: none"> <li>+ Presentation of lecture</li> <li>+ Group discussion</li> </ul>	G2.1
	<p><b>B/ Self-study content: (6h)</b></p> <p>Reading and do homeworks</p>	G2.1, G2.2
5	<p><b>Chapter 5: Project organization (3h,0h,6h)</b></p>	
	<p><b>A/ Content and pedagogical methods in class: (3h)</b></p> <p><b>Content:</b></p> <p>5.1 Project organization structure</p> <p>5.2 Leadership theory</p> <p><b>Pedagogical methods:</b></p> <ul style="list-style-type: none"> <li>+ Presentation of lecture</li> <li>+ Group discussion</li> </ul>	G1.1, G3.1
	<p><b>B/ Self-study content: (6h)</b></p> <p>Project Teams</p>	G2.2, G3.1
6	<p><b>Chương 6: Project scheduling (3h,0h,6h)</b></p>	
	<p><b>A/ Content and pedagogical methods in class: (3h)</b></p> <p><b>Content:</b></p> <p>6.1 Gantt chart</p> <p>6.2 CPM method</p> <p>6.3 PERT method</p> <p><b>Pedagogical methods:</b></p> <ul style="list-style-type: none"> <li>+ Presentation of lecture</li> <li>+ Group discussion</li> </ul>	G1.1
	<p><b>B/ Self-study content: (6h)</b></p> <p>Reading and do homeworks</p>	G1.1, G2.2
7	<p><b>Chapter 6: Project scheduling (next 3h,0h,6h)</b></p>	
	<p><b>A/ Content and pedagogical methods in class: (3h)</b></p> <p><b>Content:</b></p> <p>6.4 Adjust the project schedule</p> <p>6.5 Optimize resources</p> <p><b>Pedagogical methods:</b></p> <ul style="list-style-type: none"> <li>+ Presentation of lecture</li> <li>+ Group discussion</li> </ul>	G2.2, G3.2

	<b>B/ Self-study content: (6h)</b> Reading and do homeworks	G1.1, G2.2, G3.1
8	<b>Chapter 7: Controlling the project (3h,0h,6h)</b>	
	<b>A/ Content and pedagogical methods in class: (3h)</b> <b>Content:</b> 7.1 The project Control Process 7.2 Traditional method <b>Pedagogical methods:</b> + Presentation of lecture + Group discussion	G4.1, G3.2
	<b>B/ Self-study content: (6h)</b> Reading the earned value method	G4.1
9	<b>Chương 7: Controlling the project (next 3h,0h,6h)</b>	
	<b>A/ Content and pedagogical methods in class: (3h)</b> <b>Content:</b> 7.3 Earned value method <b>Pedagogical methods:</b> + Presentation of lecture + Group discussion	G4.1, G3.2
	<b>B/ Self-study content: (6h)</b> Prepare for presentations on construction contracts	G1.1, G2.2, G3.1
10	<b>Chapter 8: Project closure (3h,0h,6h)</b>	
	<b>A/ Content and pedagogical methods in class: (3h)</b> <b>Content:</b> 8.1 Some issues to note on project closure 8.2 Contract in construction activities <b>Pedagogical methods:</b> + Presentation of lecture + Group discussion	G1.1, G2.2, G3.1
	<b>B/ Self-study content: (6h)</b> Reading the references	G1.1, G2.2

## 12. Learning Ethics

Students must do homework by themselves. If plagiarism is found students will get zero point.

## 13. Date of first approval: August 1<sup>st</sup>, 2012

**14. Approved by**  
**Dean**

**Head of Department**

**Instructor**

A/Prof. Dr. Nguyễn Trung Kiên

MSc. Nguyễn Văn Khoa

MSc. Nguyễn Văn Khoa

**15. Date and Up-to-date content**

<b>1<sup>st</sup> time:</b> Date:	Instructor:  Head of Department:
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