



Programme in Project Management

Overview

Introduction

Project Management has become a prime technique for management of change in the modern business world. The Programme in Project Management of USB Executive Development (USB-ED) was developed by Prof Chris Brown of the University of Stellenbosch Business School to respond to this need in a practical, how-to-do-it way. More than 7 000 participants from more than 110 organisations across South Africa have completed this programme since 1992.

What sets this intervention apart?

This programme presents all the principles, processes, techniques and requirements for the focused and integrated management of substantial ad hoc tasks (i.e. projects) by a specific team against planned targets of time and cost, as opposed to functional management. No specific project management methodology is presented or promoted.

Follow-up Programmes

- Programme in MS Project Software (3 days)*
 - Advanced Programme in Project Leadership (5 days)*
 - Advanced Programme in Project Metrics (5 days)*
- * programme flyers available on request

Past participants' comments

- "Thank you for helping me to begin to understand project management." Faith S. Jere, OVC and OCB Advisor, World Vision International (Project Management 2009)
- "This is a valuable course. It contains good information and is well structured." Sacchin Maharaj, Head of Information Systems, FMI (Project Management 2009)

Who

Who should attend?

This programme is aimed at middle to senior managers who need to launch or manage projects.

Admission requirements

No tertiary qualification is required. Candidates with three years of general management experience may be admitted to the programme. However, it is strongly recommended and in the participant's own interest to have passed at least grade 12 Mathematics (standard) and to have English language competence at NQF level 5. A pocket calculator for basic arithmetical functions is required.

Faculty profile

Prof Chris Brown
MC Botha

What

Content overview

The following content will be covered:

- **ORIENTATION TO PROJECT MANAGEMENT:**
Definition of a project and project management; foundations of the project management theory, viz. the systems approach; the generic tasks of project management; transfunctional management; the relationships between performance/cost/time and replanning, and monitoring of activities; projects compared to operations; the project life-cycle and the project management process; case discussion
- **ORGANISING FOR PROJECT MANAGEMENT:**
Transfunctional management; relationships between the role players, viz. top management, functional managers, project sponsor and project leader; responsibilities of the role players; project manager/functional interaction; case discussion
- **ORIENTATION TO PROJECT PLANNING:**
Portfolio management; the purpose of project planning; project plans to be implementable; setting and keeping to a course of action; planning norms and standards; planning for the interdependent relationship of performance/cost/time; case discussion
- **FORMULATION OF THE PROJECT SCOPE:**
The importance of early and complete scoping of a project; the process for the formulation of the project scope, including setting the goals, selecting the best way to execute the goals, evaluation of the stakeholders, determining the main components, inclusions, exclusions, assumptions and project risks; statement of work and work breakdown structure
- **TIME MANAGEMENT:**
The construction of precedence diagrams and Gantt charts for projects with non-repetitive tasks; manipulation of float for duration and resource planning; resource loading and balancing
- **COST MANAGEMENT:**
Principles of activity-based and benchmarking costing; integration of financial and cost management; types of costs; estimating the project budget; monitoring variances of actual to planned cost and schedule; cost and progress information systems

NQF Alignment

This programme is presented on the complexity level of NQF 8.

Benefits

How would you benefit?

Understand and apply the philosophy, principles and techniques required for the analysis, planning and management of any kind of project, scoping of the project, in any industry, of any size or complexity.



Programme in Project Management

Credits

- On successful completion of this programme, participants are eligible for 14 credits towards the present curriculum of the MBA degree (previously NQF level 7, now NQF level 8) or 10 credits towards the MDevFin degree (previously NQF level 7, now NQF level 8) of USB.
- USB-ED's Programmes in Project Management and Advanced Project Management are now accepted by the Engineering Council of South Africa (ECSA) as learning programmes. On successful completion of one of these programmes, a professional engineer may earn 5 Continued Professional Development (CPD) credits towards Category 1, by applying to ECSA.

Assessment

The home assignment consists of the development and submission of a project plan for a project of own choice by a syndicate of a maximum of 5 persons. The pass mark is 60%. Assignments must be submitted within approximately 6 weeks after the course work.

Certification

On successful completion of the programme, participants will receive a certificate from the University of Stellenbosch.

When & Where

Date & Venue

USB, BELLVILLE

Part Time

2 Programmes (presented Tuesday and Thursday evenings)

- 6 April 2010 – 27 May 2010 (Cape Town)
- 24 August 2010 – 12 October 2010 (Cape Town)

Full Time

6 programmes

- 15 – 19 February 2010
- 19 – 23 April 2010
- 31 May – 4 June 2010
- 16 – 20 August 2010
- 4 – 8 October 2010
- 22 – 26 November 2010

GEORGE

Part Time

1 Programme (presented Tuesday and Thursday evenings)

- 13 July 2010 – 26 August 2010 (George)

BLOEMFONTEIN

1 programme

- 17 – 21 May 2010

DURBAN

1 programme

- 6 – 10 September 2010

JOHANNESBURG

2 programmes

- 19 – 23 July 2010
- 8 – 12 November 2010

PRETORIA

2 programmes

- 15 – 19 March 2010
- 11 – 15 October 2010

NELSPRUIT

1 programme

- 2 – 6 August 2010

EAST LONDON

1 programme

- 1 – 5 November 2010

WINDHOEK

3 programmes

- 1 – 5 March 2010
- 26 – 30 July 2010
- 25 – 29 October 2010

BOTSWANA

1 programme

- 20 – 24 September 2010

Class times

Part Time: 18:00 – 21:00

Full Time/Modular: 08:15–17:30

Fees

Fees

R10 900

Fees include programme fees, programme material, lunch and refreshments, and are payable before the commencement of the programme

Payment Policy

It is of utmost importance that USB-ED be formally notified in writing of cancellation 14 days prior to the commencement date of the programme.

A cancellation fee of 10% will be payable for cancelling fewer than 14 days prior to the commencement of the programme.

Please note that programme fees and dates are subject to change.

Enquiries

Contact person

Full Time/Modular programmes

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We have offices in Cape Town and Gauteng

