Course Syllabus

1. **Course title : Environmental project management**
2. **Course code: ENPM127310**
3. **Credit units: 2** (2/0/4) (2 units of theory/ 0 units of practice, experiment/ 4 units of self-study)

    Duration: 10 weeks (3 hours of theory + 0 hour of practice + 6 hours of self-study per week)
4. **Course instructors:**

    1/ Dr. Nguyen Van Van

    2/ MSc. Nguyen Duy Dat
5. **Course requirements :**

    Prerequisite courses : None

    Previous courses : None

    Parallel courses : None
6. **Course Description :**

    This course refers to project management process. Students will be divided into groups to form business ideas/or to organize events on a small/medium scale project as a project proposal. Students will actively develop their projects which are instructed by teacher.

7.Course Goals

Goals	Goal description	Programme ELOs
G1	Describe basic knowledge of the methods of environmental project management.	ELO2
G2	List steps for implementing a project to achieve the specific project objectives and purposes.	ELO12, ELO13
G3	Build teamwork skills	ELO9

8. **Course learning outcomes (CLOs):**

CLOs		CLOs description	Programme ELOs
G1	CLO1	Select the three basic requirements of project management.	ELO2
	CLO2	Explain the importance of planning, detailed plans at the beginning of the project.	

	CLO3	Analyze the key factors that contribute to an effective teamwork.	
G2	CLO4	Use common tools for project management.	ELO12
	CLO5	Calculate project cost and cost control.	ELO13
	CLO6	Conduct resources allocation in different project activities and throughout the project progress.	ELO13
G3	CLO7	Demonstrate a report and present scientific subjects. Build teamwork skills.	ELO9

9. Learning Resources

- Text book :

[1] A Guide to The Project Management Body of Knowledge, Project Management Institute, USA, 1996.

[2] ITEOR: Le Nouveau Standard Méthologique Au Service De La Strantégie Des Entreprises, SEMA GROUP, France, 1999.

[3] E.W Martin, D.W.DeHayes, J.A.Hoffer, W.C.Perkin, Managing Information Technology, What Managers Need to Know, 2ndEd, MPC New York.

10. Student Assessment :
- Grading scale : 10
- Assessment plan :

Type	Content	Timeline	Assessment method	CLOs	Rate (%)
Assignments					**50**
Ex#1	One minute question: 1/ What is Project Management? 2/Basic components of project management	week 3	Subtest	CLO2	25
Ex#2	Each student will read a project management report. Students will analyze the content of the project, indicating the deviations (if any).	week 5	Subtest	CLO1, CLO3 CLO5, CLO6	25
Final test					**50**
	Students will rewrite reports on what they have done in work group practice.	week 6-8	Report file	CLO1, CLO4, CLO5,	35

				CLO6, CLO7	
	Give a presentation on the project.	week 10	Presentation	CLO7	15

11. Course content

Week	Content	ELOs
1	**Chapter 1: Overview (3/0/6)**	
	Teaching content in classroom (3)	CLO1, CLO2
	1.1. Stages of a project, project life cycle	
	1.2. Factors in a project	
	1.3. Project processes and interaction	
	1.4. Organizational and socio-economic impact	
	1.5. Skills needed in project management	
	Summary of teaching methodology:	
	• Presentation (Powerpoint)	
	Chapter 2: The integrity of the project (3/0/6)	
	Teaching content in classroom (6)	CLO1, CLO2
	2.1. Deploy the project plan	
	2.2. Implement the project plan	
	2.3. Control of overall change	
	Summary of teaching methodology:	
	• Speech	
	• Presentation (Powerpoint)	
	• Work in group	
2	**Chapter 3: Scope of the project (3/0/6)**	
	Teaching content in classroom (9)	CLO2, CLO3, CLO4, CLO6
	3.1. Drafting	
	3.2. Planning	
	3.3. Regulation and extent control	
	Summary of teaching methodology:	
	• Speech	
	• Presentation (Powerpoint)	
	• Work in group	
3	**Chapter 4: The Project implementation schedule (3/0/6)**	

	A/ **Teaching content in classroom (6)**	CLO2, CLO3, CLO4, CLO5
	4.1. Identify actions	
	4.2. Estimate time for actions	
	4.3. Deploy calendar for action	
	4.4. Control the action schedule	
	Summary of teaching methodology:	
	• Speech	
	• Presentation (Powerpoint)	
	• Work in group	
4	**Chapter 5: Project cost (3/0/6)**	
	Teaching content in classroom (3)	CLO2, CLO3, CLO4
	5.1. Resource planning	
	5.2. Cost estimation	
	5.3. Budget estimates for costs	
	5.4. Cost control	
	Summary of teaching methodology:	
	• Speech	
	• Presentation (Powerpoint)	
	• Work in group	
5	**Chapter 6: Project quality (3/0/6)**	
	Teaching content in classroom (3)	CLO2, CLO3, CLO4, CLO5
	6.1. Projec quality determination	
	6.2. Project quality assurance	
	6.3. Project quality control	
	Summary of teaching methodology:	
	• Speech	
	• Presentation (Powerpoint)	
	• Work in group	
6	**Chapter 7: Human resources (3/0/6)**	
	Teaching content in classroom (3)	CLO2, CLO3, CLO4, CLO6
	7.1. Define organizational structure	
	7.2. Team up	

	7.3. Deploy team	
	Summary of teaching methodology:	
	• Speech	
	• Presentation (Powerpoint)	
	• Work in group	
7	**Chapter 8: Information cooporation (3/0/6)**	
	Teaching content in classroom (3)	CLO5, CLO6, CLO7
	8.1. Identify information	
	8.2. Allocate information	
	8.3. Report mode	
	8.4. General information management	
	Summary of teaching methodology:	
	• Speech	
	• Presentation (Powerpoint)	
	• Work in group	
8	**Chapter 9: The risks of the project (3/0/6)**	
	Teaching content in classroom (3)	CLO2, CLO3, CLO4, CLO5
	9.1. Identify risks	
	9.2. Quantify the risk	
	9.3. Risk reduction	
	9.4. Risk control	
	Summary of teaching methodology:	
	• Speech	
	• Presentation (Powerpoint)	
	• Work in group	
9	**Chapter 10: Procurement in the project (3/0/6)**	
	Teaching content in classroom (3)	CLO3, CLO4, CLO7
	10.1. Define shopping list	
	10.2. Shopping procedures	
	10.3. Supplier selection	
	10.4. Supply contract management	
	Summary of teaching methodology:	

	• Speech	
	• Presentation (Powerpoint)	
	• Work in group	
10	Environmental project management report - Each group presents their project management outline / report. - Comment and summarize the subject	CLO3, CLO4, CLO7

12. Learning ethics:

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

13.Date of first approval:

14.Approved by:

      Dean   **Head of Department**   **Compiler**

Phan Thanh Phuong