

NATIONAL OPEN UNIVERSITY OF NIGERIA

MPA 823

PROJECTS

Project Management
Course Guide

MPA 823 Project Management Course Guide

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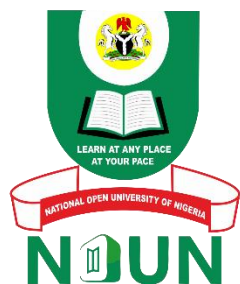
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Introduction

MPA 723 – Project Management is a semester course work of two-credit units. It is available to all students taking the MPA programme in the School of Business and Human Resources Management.

The course consists of 16 units covering the entire facets of project management. The course involves visits to organisations, mostly government parastatals. The idea is to enable you have first-hand knowledge of how project management is carried out in practice.

The course guide tells you what the course MPA 723 is all about, the materials you will need and how to make use of the materials to ensure good study. Other information contained in the course guide includes information on Tutor-Marked Assignment. There will be tutorial classes.

Course Contents

The course deals with the nature and purpose of Project Management, Project Management Organisation, Cost Estimation, Project Planning, Scheduling and Project Implementation.

Course Aims

The aim of this course is to expose you to the knowledge of project management. It also aims to enrich your skills in the management of various projects. The aims will be achieved by:

- explaining the nature of project management
- identifying the key functions in project management
- describing the key processes in project management
- explaining project implementation
- visits to organisations to have practical experience.

Course Objectives

At the end of the course, you should be able to:

- explain the nature and purpose of project management
- discuss the key functions in project management
- explain the project management process
- explain project implementation processes.

Course Materials

- Course guide
- Study units

Study Units

There are three modules consisting of 16 units in this course which should be studied carefully.

Module 1

Unit 1	The Nature and Purpose of Project Management
Unit 2	Project Management Organisation
Unit 3	Administration Functions in Project Organisation
Unit 4	Project Definition
Unit 5	Project Team Building

Module 2

Unit 1	Cost Estimates – Definitions and Principles
Unit 2	Cost Estimates – Practical Estimation
Unit 3	Financial Project Appraisal
Unit 4	Commercial Management of Projects
Unit 5	Introduction to Project Planning and Scheduling

Module 3

Unit 1	Network Analysis
Unit 2	Principles of Scheduling Resources
Unit 3	Practical Scheduling of Resources
Unit 4	Materials Management
Unit 5	Project Implementation – An Introduction
Unit 6	Managing Progress in Projects

Each study unit will take you at least two hours and it includes the Introduction, Objectives, Main Content, Self-Assessment Exercise, Conclusion, Summary, Tutor-Marked Assignment, and References. There are textbooks and other suggested reading materials under References/Further Reading. These materials are to give you additional information as you study. Attempt the questions under Self-Assessment Exercise and Tutor-Marked Assignment for greater understanding.

Self-Assessment Exercise

You are expected to do all the Tutor-Marked Assignments in this course. In answering the Tutor-Marked Assignments, you are expected to apply all that you have learnt in this course. The assignments constitute 30% of the total score.

Final Examination and Grading

At the end of the course, you will write the final examination. It will account for the remaining 70%. This makes the total score to be 100%.

Summary

MPA 723 will expose you to key project management skills. On the successful completion of this course, you would have been armed with the necessary knowledge for managing projects.