

HONG KONG BAPTIST UNIVERSITY

COURSE OUTLINE

1. COURSE TITLE

IT Project Skills

2. COURSE CODE

COMP7950

3. NO. OF UNITS

1 Unit

4. OFFERING DEPARTMENT

MSc in Information Technology Management

5. PREREQUISITES

Nil

6. MEDIUM OF INSTRUCTION

English

7. AIMS & OBJECTIVES

Students will learn and develop advanced information searching skills, technical writing skills and effective presentation skills to improve business communication in IT projects.

8. COURSE CONTENT

I. Principles of effective business communication in IT context

II. Information searching and citation management

III. Writing skills for IT documentation

IV. Oral presentation skills for IT projects

9. COURSE INTENDED LEARNING OUTCOMES (CILOs)

CILO	By the end of the course, students should be able to:
CILO 1	Acquire professional techniques in writing and presentation, compare/contrast

	effective and ineffective writing and presentations.
CILO 2	Analyze relevant and useful information about IT projects
CILO 3	Write properly formatted and organized academic/business/technical documents
CILO 4	Present projects in clear and organized manner

10. TEACHING & LEARNING ACTIVITIES (TLAs)

CILO alignment	Type of TLA
1	Lectures, discussions and assignments
2, 3	Lectures, discussions, assignments and project
4	Lectures, discussions, assignments and project

11. ASSESSMENT METHODS (AMs)

Type of Assessment Methods	Weighting	CILOs to be addressed	Description of Assessment Tasks
Continuous Assessment	100 %	1-4	Assignments and project are designed to test students' understanding in the Knowledge and Skills domains

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