

PAPER CODE	EXAMINER	DEPARTMENT	TEL
MAN471	Roland Berberich	IBSS	4985

2nd SEMESTER 2018/2019

Assessed Coursework

Fundamentals of Project Management

SUBMISSION DEADLINE: **various**

INSTRUCTIONS TO CANDIDATES

- (1) The assignment comprises 15% weight of the final module mark.
- (2) Professionally present the topic assigned in.
- (3) The presentation must be conducted in English
- (4) The electronic copy (in MS PowerPoint, or PDF) of the presentation must be handed in according to the rules published in the handbook. **No** Paper copies are to be handed in.
- (5) Late submission policy will be followed.
- (6) No-Show will be marked as 0.

Assessment003 (15% of final mark):

Professionally present a Project Management related topic in class.

The requirement:

- Presentations are held in class and must be submitted via ICE **before** presenting! Due time is **18:00 on the day of your presentation**.
- Presentations should be a maximum of 5 minutes in length.
- Presentation topics are developed during the session (groupwork) and presented by a random groupmember.
- Be prepared for Q&A.

Assessed Coursework Guidelines - Presentations

The following aspects will be considered when marking the presentations.

Overall structure (20%)

Main content (30%)

Level of professional conduct (30%)

Appropriate use of media (20%)

Content and the quality of how you present will be the main criteria for assessment. Excellent presentations should engage the audience and clearly communicate the content in an appropriate manner. Your elaborations should follow a logical flow to increase coherence and validity.

Students must be familiar with presentation techniques.

IMPORTANT: DO NOT simply copy or re-write from your written report. While the potential audience is the same, the approach is dramatically different and should be considered.

MAN471 – Fundamentals of Project Management

Name:

Subject	NX less than 40	Compensable Pass 40 - 49	Pass 50 - 59	Merit 60 - 69	Distinction 70 plus
Overall structure (20%)	Structure lacking and/or inappropriate. Incoherent. Relevancy not clear.	Somewhat suitable but fragmented.	Suitable and coherent structure of relevant material.	Logical structure.	Exceptionally logic structure and coherent presentation of topic.
Main content (30%)	No/Little analysis or evaluation evident, pure description and 'lists' from literature.	Some analysis and evaluation evident but still very descriptive. No real synthesis of ideas and factual information. Any examples given only add a little to the depth of the argument.	Good analysis and evaluation with little description. Some good synthesis of ideas and factual information. Examples add clarity to the argument.	Very good analysis and evaluation. Ideas and examples synthesised with new ideas being formulated. All ideas thoroughly considered.	Excellent analysis and evaluation. Ideas and examples synthesised with forwarding views being formulated.
Level of professional conduct (30%)	Unprofessional.	Somewhat professional. Needs study and practice of professional presentation conduct.	Professional conduct but needs practice.	Highly professional presentation.	Executive level of professionalism. Ready for the boardroom.
Appropriate use of media (20%)	Poor or inappropriate use of media and software.	Reasonable.	Appropriate.	Excellent use of software and media.	Professional level of software and media use to underpin the content.