Prescription

The course takes a practice-based approach to teaching engineering project management, emphasising execution, monitoring, control communication, project closing, and delivery. Students will continue their work on a technical group project providing opportunities to practice the project management techniques learned in class.

Course learning objectives

Students who pass this course should be able to:

1. Follow project life cycles.

2. Meet client requirements, manage risks and complete a project.

3. Apply professional standards and good practices to focus on client needs and maximize the success of a project in both technical and interpersonal aspects.

4. Prepare and deliver project progress reports both orally and in writing.

Course content

ENGR 302 continues a pragmatic and practical approach to teaching basic project management, including aspects of project life cycle, requirements analysis, principles of design, project tasks and deliverables, contracts, feasibility analysis, cost estimation and cost/benefit analysis, project scheduling, critical path analysis, risk management, quality assurance, managing project resources, testing and delivery, maintenance, interpersonal communication, teamwork and project leadership. Students will work on a technical group project which will provide opportunities to practice the project management techniques learned in class.

Students who enrol in this course will be asked to sign the University's Student IP Agreement. Students who choose to not sign the Agreement may find their choice of projects limited as a consequence.

The course is primarily offered in-person, but there will also be a remote option for students outside the Wellington region or who cannot attend in person, and there will be online alternatives for all the components of the course for students who cannot attend in-person.

Students taking this course remotely must have access to a computer with camera and microphone and a reliable high speed internet connection that will support real-time video plus audio connections and screen sharing. Students must be able to use Zoom; other communication applications may also be used. A mobile phone connection only is not considered sufficient. The computer must be adequate to support the programming required by the course: almost any modern windows, macintosh, or unix laptop or desktop computer will be sufficient, but an Android or IOS tablet will not.

The course has substantial group work, and remote students will be expected to participate fully in the group work using a variety of communication tools.

Withdrawal from Course

Withdrawal dates and process:
https://www.wgtn.ac.nz/students/study/course-additions-withdrawals

Lecturers

Prof Winston Seah (Coordinator)

winston.seah@vuw.ac.nz   04 887 3875

AM 416 Alan Macdiarmid Building, Gate 7, Kelburn Parade, Kelburn

Dr Jim Hinkley

jim.hinkley@vuw.ac.nz   04 463 5515

AM 227 Alan Macdiarmid Building, Gate 7, Kelburn Parade, Kelburn

Kevin Shedlock

kevin.shedlock@vuw.ac.nz

There will be some guest lecturers providing real world practical experiences about content related to the course.

Teaching Format

This course will be offered in-person and online. For students in Wellington, there will be a combination of in-person components and web/internet based resources. It will also be possible to take the course entirely online for those who cannot attend on campus, with all the components provided in-person also made available online.

During the trimester there will be one or two scheduled lecture per week and periodic meetings between teams and tutors.

Student feedback

Student feedback on University courses may be found at:
 www.cad.vuw.ac.nz/feedback/feedback_display.php

Dates (trimester, teaching & break dates)

- Teaching: 11 July 2022 - 14 October 2022
- Break: 22 August 2022 - 04 September 2022
- Study period: 17 October 2022 - 20 October 2022
- Exam period: 21 October 2022 - 12 November 2022

Class Times and Room Numbers

11 July 2022 - 21 August 2022
- **Wednesday** 12:00 - 13:50 – LT102, Maclaurin, Kelburn

05 September 2022 - 16 October 2022
- **Wednesday** 12:00 - 13:50 – LT102, Maclaurin, Kelburn

Other Classes

There are regularly scheduled laboratories for ENGR 302. Student teams are expected to select mutually agreeable laboratory periods for team work and meetings, and also to arrange regular meetings with project clients.

Set Texts and Recommended Readings

Required

There are no required texts for this offering.

Recommended

- *An Introduction to Project Management, Fifth Edition*
  Kathy Schwalbe
  Library Call Number: HD69 P75 S392 2016 (2 copies available).

Mandatory Course Requirements

In addition to achieving an overall pass mark of at least 50%, students must:

- Contribute in good faith to both the management and the technical work of the team project, as evidenced by regular interaction with the project repository and keeping the commitments agreed in the team contract.

If you believe that exceptional circumstances may prevent you from meeting the mandatory course requirements, contact the Course Coordinator for advice as soon as possible.

Assessment

These are assessments of how well you have individually performed against 5 traits which are an Engineer's core competencies when working on projects

Assessment Item	Due Date or Test Date	CLO(s)	Percentage
Performance Assessment 1	6 August	CLO: 1,2,3,4	25%
Performance Assessment 2	17 September	CLO: 1,2,3,4	25%
Performance Assessment 3	15 October	CLO: 1,2,3,4	25%
Individual Reflection Report	16 October	CLO: 1,2,3,4	15%
Group Presentation (Actual date will be announced with the examination timetable.)	Exam Period	CLO: 1,2,3,4	10%

Penalties

Late submissions will be subject to a penalty of 10% per day, or part thereof, for up to 4 days. No work will be accepted after this unless previously arranged with the Course Coordinator.

Students working on an assessment item who violate the terms of the Student IP Agreement (eg, by not keeping confidential information confidential) may may be subject to a penalty up to and including forfeit of all marks for that assessment item.

Extensions

Individual extensions will only be granted in exceptional personal circumstances, and requests should be made to the Course Coordinator before the assessment deadline whenever possible. Documentation (e.g. a medical certificate) may be required.

Group Work

The individual assessment in ENGR 302 is made in the context of group work involving a major project. The Group Presentation is a group assessment item.

Workload

The total workload for ENGR 302 is 150 hours. In order to maintain satisfactory progress in ENGR 302 you should plan to spend an average of 10 hours per week on this course. A plausible and approximate breakdown for these hours would be:

- Lectures: 1-2 hours.
- Project work, both technical and management: 8-9 hours.

Teaching Plan

Communication of Additional Information

The main means of communication outside of lectures will be the ENGR 302 web area at https://ecs.wgtn.ac.nz/Courses/ENGR302_2022T2/. There you will find, among other additional information, the lecture schedule and assignment handouts.

Links to General Course Information

- Academic Integrity and Plagiarism: https://www.wgtn.ac.nz/students/study/exams/integrity-plagiarism
- Academic Progress: https://www.wgtn.ac.nz/students/study/progress/academic-progess (including restrictions and non-engagement)
- Dates and deadlines: https://www.wgtn.ac.nz/students/study/dates
- Grades: https://www.wgtn.ac.nz/students/study/progress/grades
- Special passes: Refer to the Assessment Handbook, at https://www.wgtn.ac.nz/documents/policy/staff-policy/assessment-handbook.pdf
- Statutes and policies, e.g. Student Conduct Statute: https://www.wgtn.ac.nz/about/governance/strategy
- Student support: https://www.wgtn.ac.nz/students/support
- Students with disabilities: https://www.wgtn.ac.nz/st_services/disability/
- Student Charter: https://www.wgtn.ac.nz/learning-teaching/learning-partnerships/student-charter
- Terms and Conditions: https://www.wgtn.ac.nz/study/apply-enrol/terms-conditions/student-contract
- Turnitin: http://www.cad.vuw.ac.nz/wiki/index.php/Turnitin
- University structure: https://www.wgtn.ac.nz/about/governance/structure

- VUWSA: http://www.vuwsa.org.nz

Offering CRN: 17179

Points: 15
Prerequisites: ENGR 301
Duration: 11 July 2022 - 13 November 2022
Starts: Trimester 2
Campus: Kelburn