**MAKERERE UNIVERSITY BUSINESS SCHOOL**

**FACULTY OF ENTREPRENEURSHIP AND SMALL BUSINESS MANAGEMENT**

**DEPARTMENT OF PROJECTS AND SMALL BUSINESS MANAGEMENT**

## MUBS MISSION

*To enable the future of our clients through creation and provision of knowledge*

## MUBS VISION

*The benchmark for Business and Management Education, Research and Training in the region*

**PROGRAM: BACHELOR OF BUSINESS ADMINISTRATION**

**ACADEMIC YEAR: 2024/2025 SEMETER: ONE**

**YEAR OF STUDY:**

**COURSE NAME: PRINCIPLES OF PROJECT PLANNING AND DESIGN**

**COURSE CODE: BEM3116 CREDIT UNITS: 4**

**FACILITATORS: FRANCIS KENNETH KIMBUGWE & DR.TINDIWENSI CATHERINE**

**Course Description**

Project Planning and Management has evolved from the need to plan, coordinate, and control complex and diverse activities of modern industrial, social, political and commercial projects. It is hoped that a clear understanding of The Project Planning and Design course equips the students with the knowledge of project management, and how to set and manage client expectations, develop a list of key tasks to execute, appropriately assign responsibilities, track progress and updates of the projects and produce predetermined project goals and objectives, thus ensuring that projects are completed on time, within budget, and meet customer expectation.

**Course Objectives**

The course aims to achieve the following objectives;

* To expose to students the concepts, tools, techniques and skills required by project managers
* Demonstrate how project management concepts, tools and techniques can be applied to better Identify ideas/opportunities, design, plan, appraise and manage simple, moderate, challenging and complex projects.
* To enable students theoretically explore Project Initiation, Planning, Monitor and track projects to project closure.
* Provide foundation for students intending to undertake Project Planning and management as their Professional career.

**Learning Outcomes**

At the end of this course students should be able to;

* Appreciate the discipline of project and programme management, within an overall appreciation of the nature and purpose of projects.
* Understand the principles and practice of project planning, design, preparation, and appraisal techniques for projects in a development context.
* Apply project planning processes and techniques to develop a practical and manageable project plan.
* Justify the project design and approach by drawing upon project management theory and principles.
* Analyse and apply project management principles to develop a project communications plan for industry stakeholders.
* Utilise industry standard project planning software to successfully plan, monitor and control a project.
* Formulate project aims objectives and deliverables to successfully scope a project.

**Methods of Delivery**

1. Lecture method
2. Group discussions
3. Individual and group presentations
4. Case analysis

**Course Assessment**

Course work 30%

Final examination 70%

**Detailed Course Content**

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| --- | --- | --- | --- | --- |
| No. | **TOPIC** | **TOPIC CONTENT** | **DURATION** | **Week No.** |
|  | The concept of project planning and design | * Brief introduction About the course * Understanding Key concepts in project planning and design; projects, operations, programmes, portfolios, and project management. | 4 HRS | 1 |
|  | Project management | * Key success factors for projects * Why projects fail * Application of Project Management * Types of Projects * Understanding Project Management Knowledge Areas |  |  |
|  | Understanding project planning and design process (project life cycle) | * Concept/Initiating Phase * Definition phase * Planning & Organizing Phase * Implementation Phase (Executing & Control) * Monitoring and evaluation * Project Closing (Clean-up & Review) | 4 HRS | 2 |
|  | Developing a project – initiation | * Situation analysis (Needs definition, stakeholders analysis, problem analysis, objective setting, and strategy formulation) * Project benefits identification and project outputs and outcomes * Project Approach; PMI versus PRINCE2 * Project Design; Identifying a project * Project Definition; clarifying the project * Defining constraints risks and uncertainties | 8 HRS | 3&4 |
|  | Project formulation (detailed project planning) managing projects in scope, time & within cost. | * Work Breakdown Structures * Project scheduling * Estimation of task duration & Costs * Resource Allocation * Project Proposal writing * Why Planning in project environment | 8 HRS | 5&6 |
|  | Project management& leadership | * Successful Project Leadership; Components of the Project Committee * The project manager and role of the project manager * Project organising and Organizational Structures in project environment. * Team Building & Group Dynamics | 4 HRS | 10 |

**Reading List**

APMG (2017) *Managing Successful Projects* with PRINCE Manual.

Jason, W. (2007). *The project management lifecycle: A complete Step-by-step methodology for initiating, planning, executing and closing a project successfully* (2nd ed.). Kogan Page

Kerzner, H. (2013). *Project management: A systems approach to planning, scheduling and control* (11th ed.). John Wiley and Son Inc.

Larson, E. W. & Gray, C. F. (2017). *Project management: The managerial process* (7th ed.). Mc Graw Hill International Edition.

Lester, A. (2017). *Project management, planning and control: managing engineering, construction and manufacturing projects to PI, AP and BSI standards* (7th ed.). Butterworth-Heinemann.

Lewis, J., P. (2011). *Project planning, scheduling and control* (5th ed.). London: McGraw- hill.

Meredith, J. R., & Mantel, S. J. (2011). *Project management: A managerial approach* (8th ed.). Wiley.

Meredith, J. R., Mantel, S., J. J., & Shafer, S. M. (2014). *Project Management (a managerial* ) (9thed.). John Wiley and sons Inc.

Particip, G. (2002). *Project cycle management handbook.* European Commission- EuropAid.version 2.0.

PMBOK (2017). Project management body of knowledge guide (6th ed.).