

SHORT & CERTIFICATE COURSES

WITS PLUS

SPECIALISED PROJECT MANAGEMENT

Join us on the West Campus for our evening class in *Specialised Project Management*, extending over 13 weeks in two-hour weekly sessions. The course is offered at the University of the Witwatersrand, Johannesburg in lecture/seminar format with Wits specialist lecturers in project management and management.

T +27 11 717 9503 / 9511 / 9519

E shortcourses.witsplus@wits.ac.za

W www.wits.ac.za/part-time

OBJECTIVES OF THE COURSE

Acquire advanced insights into specialised project management applications. The successful participant will earn a useful and immediately applicable certificate, while articulation with other courses required for high level knowledge and independent thinking in the field of project management may be studied to add value and enhance the employability of participants.

TARGET AUDIENCE

The course is aimed at participants who need an advanced knowledge and expertise in project management. It is an ideal follow up course for participants who have done an introductory course and wish to improve their competency.

This course will provide the participants with the required expertise to plan, develop and manage complex projects efficiently. This course also includes a workshop in MS Project.

ADMISSION CRITERIA

Prospective participants must have completed the course Fundamentals of Project Management Theory and Practice course or an equivalent course.

Participants who wish to carry credits towards the BCom degree must also meet all the Wits BCom entry requirements and all the prerequisites for Management III.

STRUCTURE OF THE COURSE

Topics covered include:

- The role of projects in the implementation of strategy
- Operationalise Net Present Value (NPV) and Internal Rate Return (IRR) within the project environment
- Balanced matrix approach to selection
- Building a business case for projects
- Project budget allocation and management
- Lag relationships
- Programme Evaluation and Review Technique (PERT)
- Resource load charts
- Computing slope and direct costs
- Exploring Earned Value Management (EVM)
- Project Leadership

- Stakeholder management
- Managing project risk

STRUCTURE & TIMETABLE

This course comprises a series of 12 weekly lectures, a revision lecture and an examination (each of two hours duration) held on the West Campus at the University of the Witwatersrand.

ASSESSMENT OF PERFORMANCE

Students will be required to attend the lectures, undertake tutorial work, submit an assignment, write a test and an examination. Students will be required to achieve a minimum of 50% to satisfy the requirements of the programme and receive a certificate of competence.

COMMENCEMENT DATES

Semester 1: February: Tuesdays 17:30 – 19:30

Semester 2: July: Thursdays 17:30 – 19:30

ARTICULATION POSSIBILITIES

The course earns a certificate of competence jointly issued by Wits Plus, the Centre for Part-time Study and the Faculty of Commerce Law and Management.

A six-hour workshop on MS Project – computer lab based – is also offered as part of this programme. This will be offered on a selected Saturday or Sunday.

WHO ARE THE LECTURERS?

The course will be taught by lecturing staff from the School of Economic and Business Sciences.

FEES & METHOD OF PAYMENT

R15 100, inclusive of notes, and MS Project workshop. The fees for all courses are the responsibility of the individual attending the course. All fees must be paid prior to registration. Payment can be made by electronic payment or bank deposits. You will then need to bring the original proof of payment to Registration day. Dates will be provided in your acceptance letter.

CANCELLATION OF COURSES

Wits Plus courses offered over one semester:

- Cancellation before commencement of lectures will result in an administration fee of 15% of the total course fee regardless of the reason.
- Cancellation after commencement of lectures will result in liability for the full amount of the course fees regardless of the reason.

CAMPUS ACCESS

All short course participants must obtain a Visitors Access Card at a cost of ±R140 per year. Parking disc fees also apply: arrangements need to be made with the parking office. You may park in student parking on the Braamfontein Campus West.

Note: Wits Plus, University of the Witwatersrand, reserves the right to withdraw a course from its programme should registrations not reach viable numbers. In this event a full refund will be made. Refund requests will take a minimum of 30 working days to be processed after all documentation has been received.