

<b>Module Title:</b>	Business Continuity Project Management
<b>Language of Instruction:</b>	English
<b>Credits:</b>	10
<b>NFQ Level:</b>	7
<b>Module Delivered In</b>	<a href="#">1 programme(s)</a>
<b>Teaching &amp; Learning Strategies:</b>	<p>Lectures - communication of knowledge and ideas from the lecturer to the student. Problem Solving Exercises - student will work as part of a team and will work together to resolve various scenarios. Class Discussion/Debate - Students will be encouraged to actively participate in the class sessions which will develop their analytical and communication skills. E-Learning - It is envisaged that the module will be supported with on-line learning materials. The module is taught largely through a module-long exercise supplemented by structured classroom discussions. The module-long exercise provides a platform for students to plan all aspects of a business continuity project using appropriate tools and techniques. A number of case studies will be presented to illustrate the practical issues encountered in business continuity planning and the management of different types of projects.</p>
<b>Module Aim:</b>	<p>This module aims to equip learners with tools and techniques to define business continuity requirements for an organization and to develop a business continuity strategy. The module also teaches the principles of effective project management and how they can be applied to developing and testing business continuity plans in an organisation. The overall aim of the module is to enable participants to manage business continuity projects and to also manage projects in their area of specialism.</p>
<b>Learning Outcomes</b>	
<i>On successful completion of this module the learner should be able to:</i>	
LO1	Outline the main elements of business continuity planning along with the tools to define requirements and develop a business continuity strategy
LO2	Use a range of project management tools and techniques to initiate, plan, execute, monitor and control and close a business continuity plan project or other project
LO3	Understand the schedule development process.
LO4	Use schedule development tools and techniques to produce a GANTT chart for a business continuity plan project or other project.
<b>Pre-requisite learning</b>	
<b>Module Recommendations</b>	
<i>This is prior learning (or a practical skill) that is recommended before enrolment in this module.</i>	
No recommendations listed	
<b>Incompatible Modules</b>	
<i>These are modules which have learning outcomes that are too similar to the learning outcomes of this module.</i>	
No incompatible modules listed	
<b>Co-requisite Modules</b>	
No Co-requisite modules listed	
<b>Requirements</b>	
<i>This is prior learning (or a practical skill) that is mandatory before enrolment in this module is allowed.</i>	
No requirements listed	

## Module Content & Assessment

### Indicative Content

#### Project Initiation

Developing a project charter for a BCP project or other project, working with a project sponsor, establishing project objectives, the project management triangle and project trade-offs. Conduct a stakeholder analysis

#### Project Planning

Developing a Project Management Plan and project documents for a BCP project or other project, including; a stakeholder register, scope statement and Work Breakdown Structure, schedule, resource estimates, budget, quality metrics, roles and responsibilities, project governance, risk register, communications management plan and a procurement management plan.

#### Project Execution

Acquiring, developing and managing project teams to deliver the work. Performance reporting. Delivering the deliverables as defined in the scope statement to budget and schedule in accordance with the Project Management Plan.

#### Project Monitoring and Controlling

Tracking progress against baseline scope, cost and schedule. Identifying any variances between planned and actual delivery. Raising change requests as necessary via an integrated changes control process.

#### Project Closure

Identifying and documenting lessons learned.

#### Business Continuity Planning (BCP)

Understanding the need for BCP and how to apply the principles of BCP to an actual operational process from one's own work environment, including business impact assessment, risk assessment, business continuity strategy development and test plans.

#### Project Scheduling Software

Using MS project to produce a Gantt chart for a BCP Plan project or other project. Understanding project dependencies, network diagramming, leads and lags and critical path.

### Assessment Breakdown

%

Continuous Assessment

100.00%

### Continuous Assessment

Assessment Type	Assessment Description	Outcome addressed	% of total	Assessment Date
Written Report	Learners will be required to demonstrate the achievement of the learning outcomes through continuous assessment work. Assessment is by assignment in line with the overall learning programme strategy. This requires students to apply the theory and tools and techniques introduced during the module to a BCP Plan project in order to develop a schedule for this project and produce a Gantt Chart using MS Project.	1,2,3,4	100.00	n/a

No Project

No Practical

No End of Module Formal Examination

SETU Carlow Campus reserves the right to alter the nature and timings of assessment

**Module Workload**

<b>Workload: Part Time</b>		
<i>Workload Type</i>	<i>Frequency</i>	<i>Average Weekly Learner Workload</i>
Lecture	Per Semester	1.28
Independent Learning Time	Per Semester	7.20
Assignment	Per Semester	1.52
Total Hours		250.00

**Module Delivered In**

Programme Code	Programme	Semester	Delivery
CW_BSFOP_D	<a href="#">Bachelor of Science in Flight Operations</a>	3	Mandatory