



PDA in Project Management at SCQF level 8 (G9CK 48)

Welcome to the Professional Development Award (PDA) in Project Management which is designed to equip you with the knowledge, understanding and skills required for successful project design and implementation in current and future employment. Regardless of your employment status, profession or occupational sector the Award will recognise and develop your project management experiences. It aims to provide you with a structured and standardised approach for the management of projects.

The PDA in Project Management comprises two mandatory Units at SCQF level 8 (HND level). The award is sequenced from the first Unit on *Project Management: Project Justification and Planning (DV5H 35)* through to the second Unit on *Project Management: Managing the Implementation of a Project (DV5J 35)*.

The purpose of *Project Management: Project Justification and Planning* is to provide you with an introduction to the knowledge and skills required to develop an initial project idea through to production of a sound business case for the project which can, if required, be presented to your organisation's senior decision makers for approval prior to implementation.

The purpose of *Project Management: Managing the Implementation of a Project* is to provide you with the knowledge and skills required to run and complete a project which has been given approval to proceed to implementation. The resultant skills will enable you to manage and control project resources including project relationships and the budget within the context of efficient management of risk and change.

If you are currently employed it is recommended that in agreement with your line manager and tutor you select a suitable project at your place of work which can be used as the basis of development and assessment across all Outcomes of both Units. If it is not possible to select a work-based project or the project is not suitable for assessment purposes then a simulated or case-study based project will be provided by the Centre.

Development of your project management skills will be through formative practical exercises and be assessed either at the end of each Outcome or with summative assessments incorporating two or more Outcomes across the two Units. In order to complete the Award successfully you will be required to achieve a satisfactory level of performance in all assessed work.

Support packs have been developed for the Units making up this PDA. Your tutor will be able to provide you with a copy of the support packs.

The PDA is designed to support you in current or future project management roles. It may provide you with the first steps in the development of your project management skills and enable you to progress in due course to other widely recognised professional project management qualifications.

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The PDA is a qualification in its own right but it will also help you to progress to further management awards such as the Diploma in Management and Leadership.

The PDA is jointly certificated by SQA and The Chartered Management Institute (CMI).