Open Awards Qualification Unit

1 Unit Details

Unit Title:	Project Management Software for Supply Chain Logistics
Unique Reference Number:	Y/618/7517
Level:	Level 3
Credit Value:	5
Minimum GLH:	45

2 Learning Outcomes and Criteria

Learning Outcome (The Learner will):	Assessment Criterion (The Learner can):	
1. Understand how to create and define a logistics project	1.1	Explain critical information about the project that must be included
	1.2	Create, store and retrieve project management files in line with local guidelines where applicable
	1.3	Define the project file properties and project options
	1.4	Create master and sub-projects
	1.5	Create links across projects and manage changes to linked tasks
2. Understand how to enter and edit information about a logistics project tasks and resources	2.1	Identify the critical tasks and milestones to be completed
	2.2	Explain how to set up any deadlines and constraints which apply to the projects
	2.3	Enter and edit information about project tasks
	2.4	Explain how to resolve issues of resource availability and utilisation
	2.5	Enter and edit information about resources to be used in the project

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	2.6	Create and apply a task calendar for scheduling tasks
	2.7	Identify issues of resource allocation
	2.8	Resolve issues of resource allocation as appropriate
	2.9	Define resource dependencies between tasks
	2.10	Set up dependencies between tasks
3. Understand how to keep information about a logistics project progress up-to-date	3.1	Explain the methods available to track project progress and review against plans
	3.2	Use editing and formatting techniques to update project elements
	3.3	Update task status in line with progress
	3.4	Update information about resources as required
	3.5	Compare actual progress with project baseline and reschedule uncompleted tasks
	3.6	Assess the impact of identified risks and issues on the project
	3.7	Manage information on project risks and issues
4. Understand the tools and techniques used for displaying and reporting on a logistics project status	4.1	Identify current software packages and applications (apps) that enable project management
	4.2	Create project reports to meet identified needs
	4.3	Customise project reports to meet requirements
	4.4	Use filtering and formatting techniques to display project information to meet needs
	4.5	Share project information with other applications

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