

## Course Outline

**Code: NUT307**

### **Title: Project Management for Nutrition Practice**

<b>School:</b>	Health & Sport Sciences
<b>Teaching Session:</b>	Session 3
<b>Year:</b>	2019
<b>Course Coordinator:</b>	Dr Libby Swanepoel
<b>Course Moderator:</b>	Dr Sarah Burkhart

Please go to the USC website for up to date information on the teaching sessions and campuses where this course is usually offered.

#### **1. What is this course about?**

##### **1.1 Description**

Nutrition professionals can play a key role in evaluating and adapting nutrition programs and services in collaboration with organisations. This course will introduce you to project management theory and develop the project management skills that are needed for effective nutrition practice. The course will cover components of project planning, including (but not limited to) needs assessment, stakeholder analysis, development of objectives, risk analysis, implementation and evaluation. The course will also encompass recommendations for change and dissemination of project findings.

##### **1.2 Course topics**

Total quality management and quality cycle models; project planning principles; Best practice and needs assessment; developing objectives; stakeholder analysis; project evaluation; recommendations for change; dissemination of project outcomes.

#### **2. What level is this course?**

300 level Graduate - Independent application of graduate knowledge and skills. Meets AQF and professional requirements. May require pre-requisites and developing level knowledge/skills. Normally taken in the 3rd or 4th year of an undergraduate program

#### **3. What is the unit value of this course?**

6 units

#### 4. How does this course contribute to my learning?

<b>Specific Learning Outcomes</b> On successful completion of this course you should be able to:	<b>Assessment Tasks</b> You will be assessed on the learning outcome in task/s:	<b>Graduate Qualities or Professional Standards mapping</b> Completing these tasks successfully will contribute to you becoming:
Demonstrate leadership and communication skills when managing others	1	Empowered Ethical
Propose strategies to motivate people to achieve effective nutrition practice outcomes	1	Empowered Ethical
Synthesise best available evidence to inform quality project plans	2	Creative and critical thinkers.
Apply project management principles to develop a project plan for a nutrition service	2	Empowered. Knowledgeable.
Identify key stakeholders that influence the provision of a nutrition service	2	Engaged.
Create a communication and dissemination plan that meets the needs of individual key stakeholders	2	Engaged.

#### 5. Am I eligible to enrol in this course?

Refer to the [USC Glossary of terms](#) for definitions of “pre-requisites, co-requisites and anti-requisites”.

##### 5.1 Enrolment restrictions

This course is only available to students enrolled in SC354

##### 5.2 Pre-requisites

NUT205

##### 5.3 Co-requisites

Nil

##### 5.4 Anti-requisites

Nil

##### 5.5 Specific assumed prior knowledge and skills (where applicable)

It is assumed students will have sound knowledge of food and nutrition science; Ability to search academic databases to locate relevant scientific literature; Knowledge of determinant analysis.

## 6. How am I going to be assessed?

### 6.1 Grading scale

Standard – High Distinction (HD), Distinction (DN), Credit (CR), Pass (PS), Fail (FL)

### 6.2 Assessment tasks

Task No.	Assessment Tasks	Individual or Group	Weighting %	What is the duration / length?	When should I submit?	Where should I submit it?
1	Case study exam	Individual	40%	1 hour	Week 4	In class
2	Project Plan	Individual	60%	1000 words	Formative feedback Week 5 Summative Friday of Week 6	Blackboard Safe Assign
			100%			

#### Assessment Task 1: Case Study Exam

<b>Goal:</b>	You will demonstrate your ability to manage people within teams. The exam will be based on case studies and applied questions.	
<b>Product:</b>	Exam	
<b>Format:</b>	1-hour written exam during class	
<b>Criteria:</b>	The case study exam will assess your ability to: <ul style="list-style-type: none"> <li>• Demonstrate leadership and communication skills when managing others</li> <li>• Propose strategies to motivate people to achieve effective nutrition practice outcomes</li> </ul>	
<b>Generic skill assessed</b>		<b>Skill assessment level</b>
Communication		Graduate

#### Assessment Task 2: Project Plan

<b>Goal:</b>	To critically review, evaluate and synthesise the relevant evidence and develop a project plan related to a nutrition practice project.	
<b>Product:</b>	Project Plan	
<b>Format:</b>	You will write a 1000-word project plan based on a set project planning template provided in class	
<b>Criteria:</b>	The project plan will be marked on your ability to: <ul style="list-style-type: none"> <li>• Synthesise best available evidence to inform quality project plans</li> <li>• Apply project management principles to develop a project plan for a nutrition service</li> <li>• Identify key stakeholders that influence the provision of a nutrition service</li> <li>• Create a communication and dissemination plan that meets the needs of individual key stakeholders</li> <li>• Present the project plan in a form that meets professional standards</li> </ul>	
<b>Generic skill assessed</b>		<b>Skill assessment level</b>
Communication		Graduate

## 7. What are the course activities?

### 7.1 Directed study hours

4-hour workshop x 5 weeks

### 7.2 Teaching semester/session(s) offered

Session 3

### 7.3 Course content

Teaching Week / Module	What key concepts/content will I learn?	What activities will I engage in to learn the concepts/content?	
		Directed Study Activities	Independent Study Activities
1	Introduction to course Introduction to Project Planning Total Quality Management and Quality Cycle Models Organisations: structure, culture and roles	Workshop	Blackboard readings and resources
2	Leading and managing project teams	Workshop	Blackboard readings and resources
3	Critique and synthesis of the evidence	Workshop	Blackboard readings and resources
4	Stakeholder analysis and communication planning	Workshop	Blackboard readings and resources
5	Project risk management Project Management for Nutrition Practice: Bringing it all together	Workshop	Blackboard readings and resources

Please note that the course activities may be subject to variation.

## 8. What resources do I need to undertake this course?

Please note that course information, including specific information of recommended readings, learning activities, resources, weekly readings, etc. are available on the course Blackboard site. Please log in as soon as possible.

### 8.1 Prescribed text(s)

There are no prescribed texts for this course.

### 8.3 Specific requirements

Not applicable

## 9. Risk management

Health and safety risks for this course have been assessed as low.

It is your responsibility as a student to review course material, search online, discuss with lecturers and peers, and understand the health and safety risks associated with your specific course of study. It is also your responsibility to familiarise yourself with the University's general health and safety principles by reviewing the [online Health Safety and Wellbeing training module for students](#), and following the instructions of the University staff.

## 10. What administrative information is relevant to this course?

### 10.1 Assessment: Academic Integrity

Academic integrity is the ethical standard of university participation. It ensures that students graduate as a result of proving they are competent in their discipline. This is integral in maintaining the value of academic qualifications. Each industry has expectations and standards of the skills and knowledge within that discipline and these are reflected in assessment.

Academic integrity means that you do not engage in any activity that is considered to be academic fraud; including plagiarism, collusion or outsourcing any part of any assessment item to any other person. You are expected to be honest and ethical by completing all work yourself and indicating in your work which ideas and information were developed by you and which were taken from others. You cannot provide your assessment work to others. You are also expected to provide evidence of wide and critical reading, usually by using appropriate academic references.

In order to minimise incidents of academic fraud, this course may require that some of its assessment tasks, when submitted to Blackboard, are electronically checked through SafeAssign. This software allows for text comparisons to be made between your submitted assessment item and all other work that SafeAssign has access to.

## 10.2 Assessment: Additional requirements

### Eligibility for Supplementary Assessment

Your eligibility for supplementary assessment in a course is dependent of the following conditions applying:

- a) The final mark is in the percentage range 47% to 49.4%
- b) The course is graded using the Standard Grading scale
- c) You have not failed an assessment task in the course due to academic misconduct

## 10.3 Assessment: Submission penalties

Late submission of assessment tasks will be penalised at the following maximum rate:

- 5% (of the assessment task's identified value) per day for the first two days from the date identified as the due date for the assessment task.
- 10% (of the assessment task's identified value) for the third day
- 20% (of the assessment task's identified value) for the fourth day and subsequent days up to and including seven days from the date identified as the due date for the assessment task.
- A result of zero is awarded for an assessment task submitted after seven days from the date identified as the due date for the assessment task.

Weekdays and weekends are included in the calculation of days late.

To request an extension, you must contact your Course Coordinator and supply the required documentation to negotiate an outcome.

## 10.4 Study help

In the first instance, you should contact your tutor, then the Course Coordinator. Additional assistance is provided to all students through Academic Skills Advisers. To book an appointment or find a drop-in session go to [Student Hub](#).

Contact Student Central for further assistance: +61 7 5430 2890 or [studentcentral@usc.edu.au](mailto:studentcentral@usc.edu.au)

## 10.5 Links to relevant University policy and procedures

For more information on Academic Learning & Teaching categories including:

- Assessment: Courses and Coursework Programs
- Review of Assessment and Final Grades
- Supplementary Assessment
- Administration of Central Examinations
- Deferred Examinations
- Student Academic Misconduct
- Students with a Disability

Visit the USC website:

<http://www.usc.edu.au/explore/policies-and-procedures#academic-learning-and-teaching>

## 10.6 General Enquiries

### In person:

- **USC Sunshine Coast** - Student Central, Ground Floor, Building C, 90 Sippy Downs Drive, Sippy Downs
- **USC SouthBank** - Student Central, Building A4 (SW1), 52 Merivale Street, South Brisbane
- **USC Gympie** - Student Central, 71 Cartwright Road, Gympie
- **USC Fraser Coast** - Student Central, Student Central, Building A, 161 Old Maryborough Rd, Hervey Bay

**Tel:** +61 7 5430 2890

**Email:** [studentcentral@usc.edu.au](mailto:studentcentral@usc.edu.au)