



Institute of  
Business Administration  
Karachi

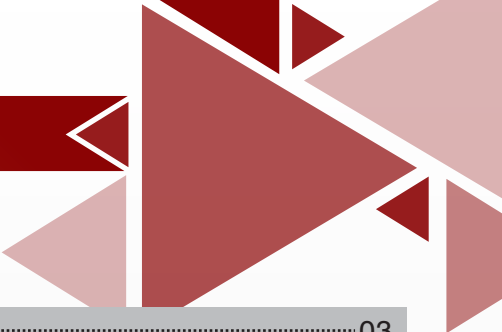
*Leadership and Ideas for Tomorrow*

At your Career's tipping point?  
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*Explore. Dream. Learn.*

# **Post-Graduate Diploma in Project Management**



Center for Executive Education  
Institute of Business Administration



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## Theamatic Thread

IT + TQM + Communication Skills + Integration + Portfolio + Current Challenges + Ethics



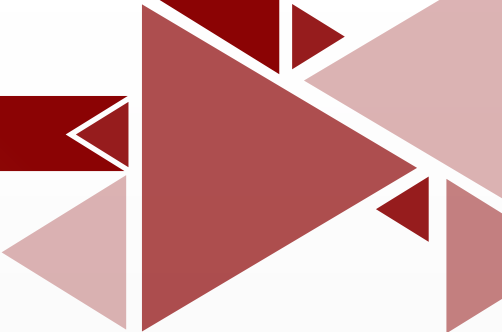
## INTEGRATION ELEMENTS

- Project Management
- Accounting & Finance for Managers
- Project Management Information Systems
- Establishing Effective PMOs
- Development Sector Project Management
- Managing through Constraints (Theory of Constraint)
- Supply Chain Management
- Quality Management
- Organizational Behavior & Leadership
- Operations and Production Management
- Legal and Regulatory Environment of Business

## CERTIFICATION EXAMS

The participants of this diploma, possessing requisite experience and having completed the program successfully, will have covered all the relevant topics to be able to confidently appear for the following certification exams and get their credentials offered by Project Management Institute (PMI), USA.

S. No.	Certification
1	Project Management Professional PMP
2	Program Management Professional PgMP
3	Agile Project Management AgMp



## Program Overview

Project Management is a structured approach to operationalization of any strategic initiative, or for developing a new product or service, or to bring about improvement in any existing process or system. Project management, traditionally considered as a work-sharing ancillary task, has transformed into a highly sought after specialization. To cater for this need of specialized project managers a professional diploma program in Project Management is being designed to equip participants with expert skills to manage the Project Management Function.

## Mission Statement

Project Management (PM) professional diploma program (PGD-PM) has been developed to fill the competency gap between existing occasional project managers to highly specialized and dedicated project management experts. This program will transform the participants into Project Management Specialists. We will develop them into life-long learners by providing an environment which is full of rigor and relevance. This will prepare them to deal with existing and future challenges by developing their project management acumen, leadership skill, professional ethics and social sense.



## Program Objectives

- To develop highly skilled practitioners with an in-depth understanding of the five projects management processes of Initiation, Planning, Execution, Control and Close-out.
- To familiarize the participants with the best practices in evaluating and managing projects (both local and international).
- Establish an understanding of developing and running a company's Portfolio; Project Departments, and Project Management Offices.
- Contribute in a business's strategic planning by understanding the business needs and finding opportunities (projects) to fulfill those needs.
- Develop resources including human resource that can lead a company to transform from Non-Project Driven to Project Driven organizational environment.
- To impart study techniques that will help prepare participants for the International certificate examinations especially PMP®.
- To acquire tools of leadership, problem solving & decision making.

## Learning Outcomes

### **This program will:**

- Prepare competent Project Managers who are able to evaluate and manage Projects using best practices.
- Establish an understanding of developing and running a company's projects through Portfolio, Project Departments, and Project Management Offices.
- Understand and contribute in a business's strategic planning.
- Develop human resource that can lead a company to transform from Non-Project Driven to Project Driven environment.
- Bridge the competency gap and to enhance the professionalism of those involved in the industry by combining academic theory with best practices.



## Program Outcomes

After successfully completing Project Management professional diploma program (PGD-PM), the participants will attain ability to:

- Define and express fundamental issues at the strategic, design /tactical and operational levels in project management.
- Identify and illustrate the basic initiation, planning, executing, monitoring, control and closeout integrations elements for effective project management.
- Know and comprehend local and global contemporary issues having implications on project management.
- Apply modern modeling and simulation techniques, along with project management relevant standards, best practices, technology and computing tools.
- Identify, formulate and solve project management problems, and balance among the technical, business and softer factors while choosing among alternatives.
- Critique on elements of a project selection, evaluation, planning and execution, and their impact on business objectives along with recommendations for improvements.
- Continuously engage in education, professional development and personal effectiveness.
- Manifest project management and team skills in diverse cultural setting.
- Communicate effectively with written, oral, and visual means in a technical setting.
- Appreciate the importance of ethical, social and environmental issues with business dilemmas.

## Faculty

The top leading faculty for the program is drawn from a mix of academicians, industry practitioners and globally renowned professional.

## Who Should Apply?

- Management level Executives wanting to enhance their skills in the Project Management area.
- Those who are managing project of any magnitude, or any one who wants to opt for Project Management mid-career shift.



## Eligibility Criteria

Applicant must have a bachelor's degree from HEC recognized educational institutions in any area of study, and:

- 14-years of education and 6 years' of post-qualification experience, or
- 16-years of education and 2 years' of post-qualification experience.
- Holders of professional degrees.

## Admissions

- English, analytical and subject based multiple choice questions (MCQs)
- General essay
- Interview

## Salient Features

- 1 year weekend program ideal for working professionals
- Case Studies
- Real life learning
- Guest speaker sessions
- Live Projects
- Discussion on Standards and Certifications
- Simulations
- Industry Trips
- Video Conferences

## Pedagogy

- In-depth study of various projects in Pakistan
- Learning from the best practices & functions of projects around the world
- Case Studies based teaching
- Standards & Certifications
- Project (Live business cases from the organizations)
- Group Activities / Simulations/ Syndicate
- Discussing latest international research
- Lecture (Class room & Video Conference)
- Visits

# Curriculum Program Structure (42 Credit Hours)

- Core – Nine courses      27 Credits hours
- Elective – Three courses    9 Credit hours
- Capstone Project            6 Credit hours

## PGD-Project Management Course Plan

Trimester - 1	Trimester - 2	Trimester - 3
1. Project Management Framework & Tools	5. Project Risk Management	9. Leading Project Organization
2. Accounting & Finance for Managers	6. Quantitative Methods for Decision Making	10. Contract & Procurement Management
3. Project Planning, Execution & Control	7. Project Management Information Systems	11. Special Topics in Project Management
4. Elective Course – 1	8. Elective Course – 2	12. Elective Course – 3

## Capstone Project

**Thematic Thread: IT; TQM; Communication Skills; Integration; Portfolio, Current Challenges and Ethics**



# Courses

Course	Code	Course Name	Core/Elective
PMG	501	Project Management Framework & Tools	Core
PMG	511	Project Planning, Execution & Control	Core
PMG	521	Leading Project Organization	Core
PMG	571	Project Risk Management	Core
PMG	541	Project Management Information Systems	Core
PMG	602	Special Topics in Project Management	Core
PMG	533	Contracts & Procurement Management	Core
MTS	506	Methods for Decision Making Accounting &	Core
PMG	531	Finance for Managers	Core
PMG	532	Project Feasibility Analysis	Elective
PMG	561	Development Sector Project Management	Elective
PMG	581	Managing through Constraints (Theory of Constraint)	Elective
SCM	548	Quality Management Elective	Elective
MGT	557	Organizational Behavior & Leadership	Elective
MGT	510	Operations and Production Management	Elective
MKT	559	Supply Chain Management	Elective
LAW	501	Legal and Regulatory Environment of Business	Elective
PRJ	705	Project Management Project (Capstone)	Project

Classes commencing from: January 4, 2020

# TIMELINE

**Online admission Forms**

October 1, 2020

**Submission of forms deadline**

November 20, 2020

**Interviews & Admission offers**

November 29, 2020

**Fee and Document Submission**

December 5, 6 2020

**Orientation Ceremony**

January 2, 2021

**Classes commence**

January 2, 2021

# FEE STRUCTURE

Fees Structure				
Processing Fee (at the time of Admission Registration)	PKR 1,000	<b>Fee-Paying Method:</b>		
Admission Fee (Non-Refundable)	PKR 20,000	1. Demand Draft (DD) / Pay Order (PO) in the name of IBA, Karachi		
Diploma Certificate & Transcript Fee	PKR 5,000			
Fee per course (if paid in full)	PKR 30,000	OR		
Fee per course (if paid in installments)	PKR 35,000	2. Online Payment: <a href="https://onlinepayment.iba.edu.pk">https://onlinepayment.iba.edu.pk</a>		
	<b>Tuition Fees</b>	<b>Semester 1</b>	<b>Semester 2</b>	<b>Semester 3</b>
	<b>Last Date for fee submission</b>	<b>02-Jan-21</b>	<b>25-Apr-20</b>	<b>05-Sep-20</b>
				<b>Total Program Fee</b>
Advanced Payment Schedule				TOTAL
Fee (If paid in full advance)	PKR 360,000			
<b>Total in Advance</b> (with Admission Fees (non-refundable) and Diploma Certificate & Transcript Fees)	PKR 385,000			
<b>5% WHT</b>	PKR 19,250			
<b>Total in Advance</b> (with security deposit (refundable) and Diploma Certificate Fee and 5% WHT)	PKR 404,250			PKR 404,250
Instalments Payment Schedule				TOTAL
FEE (If paid in 3 equal instalments)	PKR 140,000	PKR 140,000	PKR 140,000	
<b>Total in installments</b> (with Admission Fees (non-refundable) and Diploma Certificate & Transcript Fees)	PKR 165,000	PKR 140,000	PKR 140,000	
<b>5% WHT</b>	PKR 8,250	PKR 7,000	PKR 7,000	
<b>Total in installments</b> (with security deposit (refundable) and Diploma Certificate Fee and 5% WHT)	PKR 173,250	PKR 147,000	PKR 147,000	PKR 467,250

Disclaimer: All academic fee above PKR 200,000/- is subject to 5% WHT

\* Students are required to arrange for their own books and photocopying, etc.



**For further details:**

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[cee.iba.edu.pk](http://cee.iba.edu.pk)

**Apply Online at:**

<https://onlineadmission.iba.edu.pk/>

Last date to submit forms: November 20, 2020

Classes commencing from: January 2, 2021