



Module Specification

Work-based Project and Professional Review (EPA)

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Part 1: Information

Module title: Work-based Project and Professional Review (EPA)

Module code: UMMDW7-40-3

Level: Level 6

For implementation from: 2026-27

UWE credit rating: 40

ECTS credit rating: 20

Faculty: Faculty of Business & Law

Department: FBL Dept of Business & Management

Partner institutions: None

Delivery locations: Frenchay Campus

Field:

Module type: Module

Pre-requisites: None

Excluded combinations: None

Co-requisites: None

Continuing professional development: No

Professional, statutory or regulatory body requirements: None

Part 2: Description

Overview: This module is the end point assessment (EPA) for the Project Management Integrated Degree Apprenticeship programme. Apprentices cannot proceed to this module until they have passed through gateway.

The gateway requirements are set out in the Project Management apprenticeship standard (ST0411) - they are summarised here, but the standard must be consulted

for full details:

Achievement of (minimum) level 2 English and Maths

Achievement of 320 credits of the BSc(Hons) Project Management degree

Achievement of the IPMA Level D qualification (or equivalent) in Project Management

Formal confirmation of the employer's satisfaction that the apprentice is consistently working at or above the level set out in the standard.

Agreement of a project with their academic supervisor and workplace representative; the outline must include the project title, scope, key activities, milestones and expected outputs/measures of success.

By gateway, apprentices must also have compiled a portfolio of evidence which will underpin the Professional Review in this module - see the standard for details.

Features: Not applicable

Educational aims: To allow the execution of a major, individual, work-based project, and to efficiently communicate the major elements of this project work to a professional audience, both orally and in written form.

To take part in a professional review during which the student can evidence proficient application of project management methods and processes to an independent assessor.

Outline syllabus: There is no specific syllabus for this module as one part of the assessment is an individual project set in agreement with the student's employer and the other part is a professional discussion, underpinned by a portfolio of evidence compiled during the apprenticeship (before the gateway). This will be supported by tutorials and mock discussions with post-discussion feedback for the students.

Part 3: Teaching and learning methods

Teaching and learning methods: Students will be allocated to a project supervisor. They will have agreed the subject of the project with the supervisor, the Module Leader, and the Employer.

Suitable topics must be related to the workplace and have a real business application. The report on the work-based project must evidence the apprentice's attainment of knowledge, skills and behaviours (KSBs) of a project manager and demonstrate how these have been applied in a project environment. The research component will include the identification of a suitable scenario and subsequent investigation from books, journals, and other professional sources. The work-based project is one that represents the appropriate skills, knowledge, and behaviours in the standard. It provides a substantive evidence base of a work-related project to demonstrate the application of skills, knowledge, and behaviours. As project management is pan sector there is a wide range of contexts in which the project management KSBs can be demonstrated.

Each student will be assigned to a supervisor and be entitled to four one-hour meetings with their supervisor to discuss progress and to receive guidance on planning and managing the work. It is the student's responsibility to research material and techniques that are appropriate to the subject of the project.

Whenever possible students will be assigned a supervisor with an interest in the project topic, but this cannot be guaranteed. The responsibility of the supervisor is primarily to provide guidance on the management of the project, the standard of work required, what could realistically be done in the available time, and to give feedback on work done (including the writing of the report).

In the initial stages of the project the student and their supervisor will discuss objectives which must be achieved if the project report is to receive a pass grade. Criteria which must be met for a higher grade will also be identified.

Independent learning hours include the student engaging in essential reading, project preparation, evaluation, and completion. Study time will be organised in connection with tutorials and mock discussions with post-discussion feedback for the students to prepare them for the Professional Discussion.

Module Learning outcomes: On successful completion of this module students will achieve the following learning outcomes.

MO1 Demonstrate attainment of knowledge, skills and behaviours of a project manager and demonstrate how these can be applied in a project environment.

MO2 Analyse and document an organisations current state, devise a plan to progress to a changed state following project completion in line with organisational strategy

MO3 Select and apply appropriate project management tools and techniques to evaluate progress on the project and report against time, cost, and quality criteria

MO4 Identify, critically evaluate, and recommend appropriate actions to solve problems and evaluate solutions from multiple perspectives and recommend appropriate ways forward in solving complex problems in a project environment

MO5 Analyse and assess a project business case against recognised standards and guidance

MO6 Evaluate the outcome of the project and recommend action to enhance benefits from the project

Hours to be allocated: 400

Contact hours:

Independent study/self-guided study = 396 hours

Face-to-face learning = 4 hours

Total = 400

Reading list: The reading list for this module can be accessed at readinglists.uwe.ac.uk via the following link

Part 4: Assessment

Assessment strategy: Work-based Project Report (Assessment method 1)

4,000 words (+/- 10%) plus references, appendices and abstract.

The work-based project report is a suitable strategy to assess competency as individuals in this occupation will undertake project work. This method will enable apprentices to demonstrate a range of knowledge, skills and behaviours (KSBs) on a real piece of work which will add value to their employer.

Professional Review (Assessment Method 2)

75 mins total (presentation with questions, and interview)

The presentation element will last 15 minutes (± 2 minutes) and there will be a further 15 minutes (± 1 minute) allowed for questions. This will be followed by an interview which will typically last 45 minutes (± 5 minutes).

The professional review will synoptically assess knowledge, skills and behaviours as detailed in the standard. The rationale for this assessment method is that it replicates the work undertaken by competent individuals in the profession, where clearly communicating complex issues to non-technical and technical audiences is required. The supplementary questioning allows the independent assessor to ask specific questions about the presentation context.

Before gateway, apprentices must have collated an evidence portfolio upon which the Professional Review will be structured. It must contain evidence of meeting the requirements of the standard. The portfolio must be submitted two weeks in advance of the professional review and must contain a minimum of one and a maximum of three pieces of evidence for each of the relevant KSBs, as detailed in the standard (ST0411).

The End Point Assessment will be given an overall grade of Pass, Distinction or Fail. The way the grades for each assessment method combine to produce an overall module grade at first sit and resit is set by the standard (ST0411) as follows:

First Sit:

Project: Fail + Presentation: Pass or Distinction = Overall Grade: Fail

Project: Pass or Distinction + Presentation: Fail = Overall Grade: Fail

Project: Pass + Presentation: Pass or Distinction = Overall Grade: Pass

Project: Distinction + Presentation: Pass = Overall Grade: Pass

Project: Distinction + Presentation: Distinction = Overall Grade: Distinction

Resit/retake:

Both assessment methods and the overall module grade are capped at a pass unless there are judged to be extenuating circumstances.

Assessment components:**Professional Practice Report (First Sit)**

Description: Work based project report - 4,000 words (+/- 10%) plus references, appendices and abstract. This assessment will be graded Fail/Pass/Distinction. A resit/retake will be capped at a pass unless there are judged to be extenuating circumstances. The way the grades for each assessment method in the EPA module combine to provide an overall module grade is set by the standard ST0411 (see Assessment Strategy section).

Weighting: 50 %

Final assessment: No

Group work: No

Learning outcomes tested: MO2, MO3, MO4

Presentation (First Sit)

Description: The Professional Review consists of a presentation, questions and an interview with a total duration of 75 minutes (\pm 8 minutes). This assessment will be graded as Fail/Pass/Distinction. A resit/retake will be capped at a pass unless there are judged to be extenuating circumstances. The way the grades for each

assessment method in the EPA module combine to provide an overall module grade is set by the standard ST0411 (see Assessment Strategy section).

Weighting: 50 %

Final assessment: Yes

Group work: No

Learning outcomes tested: MO1, MO5, MO6

Professional Practice Report (Resit)

Description: Work based project report - 4,000 words (+/- 10%) plus references, appendices and abstract. This assessment will be graded Fail/Pass/Distinction. A resit/retake will be capped at a pass unless there are judged to be extenuating circumstances. The way the grades for each assessment method in the EPA module combine to provide an overall module grade is set by the standard ST0411 (see Assessment Strategy section).

Weighting: 50 %

Final assessment: No

Group work: No

Learning outcomes tested: MO2, MO3, MO4

Presentation (Resit)

Description: The Professional Review consists of a presentation, questions and an interview with a total duration of 75 minutes (\pm 8 minutes). This assessment and will be graded as Fail/Pass/Distinction. A resit/retake will be capped at a pass unless there are judged to be extenuating circumstances. The way the grades for each assessment method in the EPA module combine to provide an overall module grade is set by the standard ST0411 (see Assessment Strategy section).

Weighting: 50 %

Final assessment: Yes

Group work: No

Learning outcomes tested: MO1, MO5, MO6

Part 5: Contributes towards

This module contributes towards the following programmes of study:

Project Management {Apprenticeship-UCW} [UCW] BSc (Hons) 2023-24