



Module Specification

Project Transition and Closure

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Part 1: Information

Module title: Project Transition and Closure

Module code: UMMTFN-15-M

Level: Level 7

For implementation from: 2025-26

UWE credit rating: 15

ECTS credit rating: 7.5

College: College of Business and Law

School: CBL Bristol Business School

Partner institutions: None

Field: Operations and Information Management

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 focuses on the critical phase of project closure, emphasising the importance of effective project closure and review, through evaluation, documentation, and lessons learned. Students will gain practical skills in closing projects effectively, appraising whether objectives are met, and documenting lessons learned in preparing for future projects.

Features: Not applicable

Educational aims: This module aims to equip students with the ability to close projects effectively and to analyse lessons learned from past projects to improve processes, avoid common pitfalls, and drive continuous improvement. The module lays the foundation for the development of good research skills as a project manager ensuring design and conduct of evaluative methods to support project reflection and continuous improvement practices in the future.

Outline syllabus: Indicative content:

Introduction to project closure and the key activities and tasks involved.

Project closure as a phase in the project management lifecycle. Processes including a review of final deliverables and different categories of project acceptance.

Intellectual and emotional aspects of project closure.

Reasons for project closure.

Impact in terms of lessons learned and the effect on teams.

Techniques for verifying and validating project outcomes, finalising project budgets and financials.

Techniques for effective closure documentation including lessons learned.

Strategies for knowledge management and sharing and the emotional and intellectual aspects of team transition and release.

Part 3: Teaching and learning methods

Teaching and learning methods: The aim is to create an engaging and dynamic student experience by blending a range of diverse learning resources, including informative texts, case studies, videos, and discussion activities. Students are encouraged to actively participate in tasks, reflective exercises, and discussions that connect theory with practical, real-world applications, helping them to deepen their understanding of inclusion, leadership, and teamwork.

Leveraging technology, the module utilises a variety of online platforms to facilitate meaningful engagement, from asynchronous discussion boards to interactive tools. These digital resources not only support students in developing inclusive teamwork and leadership skills but also foster a sense of community and collaborative learning,

extending the educational experience.

The module emphasises active and experiential learning methods. In particular, the module is informed by the 3Ps whereby students learn in 3 steps: Prepare, Participate, and Practise. Students are expected to prepare, participate fully and practically apply their knowledge and skills.

Prepare

Students prepare by reading and studying the materials provided to acquire background knowledge.

Preparation and independent study involves students using a range of material such as videos, books, journals and professional publications to deepen their understanding of the taught concepts.

Participate

Students participate in activities which may include group debates and completion of tasks, whereby students become co-creators of their learning journey.

Students are encouraged and expected to participate in analysing contemporary challenges through problem based learning approaches, case studies, presentations and discussions, etc. to draw conclusions.

Practise

By engaging in the activities students practise applying their knowledge to real-world situations.

Emphasis is placed on practical application of the taught theory and student's development of learning- independence through active engagement with both taught theory and practice.

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

MO1 Develop strategies to effectively capture knowledge during project reviews.

MO2 Critically reflect on the value of Lessons Learned to inform future projects.

MO3 Reflect on project successes and failures to gain insight and inform continuous improvement in project environments.

Hours to be allocated: 150

Contact hours:

Independent study/self-guided study = 114 hours

E-learning/online learning = 36 hours

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

<https://rl.talis.com/3/uwe/lists/00EECD41-0A68-1C1F-F830-29CC3E4906FF.html?lang=en-GB&login=1>

Part 4: Assessment

Assessment strategy: Students will be given a project scenario-based case study and asked to produce a critical analysis of the project successes and challenges in the form of a presentation (20 minute video with accompanying PowerPoint slides). The scenario is that they are a Project Management Consultant conducting a review at project closure stage.

In preparing for this assessment, students will be able to undertake a series of formative exercises as topics are covered in the module and gain feedback in response. These deliverables accumulate and form the basis of the presentation. This assessment strategy is employed to produce the type of output required by professional project management practice at project closure and review stage.

Resit assessments will be equivalent to the first sit and students will be supported for success through formative assessments and appropriate feedback.

Assessment tasks:

Presentation (First Sit)

Description: Video presentation (20 minutes)

Weighting: 100 %

Final assessment: Yes

Group work: No

Learning outcomes tested: MO1, MO2, MO3

Presentation (Resit)

Description: Video presentation (20 minutes)

Weighting: 100 %

Final assessment: Yes

Group work: No

Learning outcomes tested: MO1, MO2, MO3

Part 5: Contributes towards

This module contributes towards the following programmes of study:

Project Management [UWE Online] MSc 2025-26