

# CURRICULUM OVERVIEW

MJA/REV2021

## MEGA JATI ACADEMY SDN BHD

*Learning Never Exhausts the Mind*

### CERTIFIED CONSTRUCTION PROJECT MANAGER COMPETENCY LEVEL 6

Your complete guide for program preparation prior to enrol. It provides the required knowledge criteria and how you are going to be assessed. Please do not hesitate to contact us for further details at [academymja@gmail.com](mailto:academymja@gmail.com)



PARTICIPANT COPY

**Dear Participant,**

**In the following booklet you should find an overview of what you will be studying this duration term in our academy. We have included key details on what you will be looking at in each module, how you will be assessed and what you might do to further develop your understanding and skills. The aim is for this to make it easier for you to work and support our academy.**

**Each modules will have at least 7-days to 14-days (in LMS platform) with 7-hours of learning effort per week. You will also attend assessment for a commitment of 5-hours per week.**

**The information for each subject is categorised as follows:**

- |                          |          |   |
|--------------------------|----------|---|
| <b>Module Topics</b>     | <b>:</b> | <b>This is the overview of the topics which you will be covering.</b>   |
| <b>Learning Outcomes</b> | <b>:</b> | <b>This explains what areas &amp; expectations participant will be achieved at the end of the lesson</b>  |
| <b>Assessment</b>        | <b>:</b> | <b>This explains how participants will be assessed on their understanding of this module and its passing mark.</b> <ul style="list-style-type: none"><li>• Participant will be assessed through Knowledge Assessment (KA) a closed book assessment of 4 subjective questions</li><li>• Participant will be assessed through Performance Assessment (PA) by preparing a paperwork answering 1 case study like question.</li><li>• Participant is required to pass these assessment at minimum passing mark of 70% (each module).</li></ul> |
| <b>Challenge</b>         | <b>:</b> | <b>This gives suggestions of how participants can explore this area in more detail if they wish.</b>  |

PO	SPECIFIC CRITERIA	PROGRAM OUTCOME STATEMENT
PO1	<b>Knowledge and Competency</b>	Construction Project Manager who has extensive <b>knowledge</b> and <b>competent</b> in Construction Project Management accomplishing to plan, coordinate, organise, monitor, control, mitigate and handover the construction project in meeting the cost, duration and quality expected from the project life cycle activities.
PO2	<b>Ethics, Environment, Safety And Health Management</b>	Construction Project Manager who upholds and demonstrates the importance of <b>ethical</b> , professional, <b>environment</b> , <b>safety</b> and <b>health</b> work culture at the workplace and prioritize the <b>sustainable</b> development approach in his construction project.
PO3	<b>Tender, Contract and Value Management</b>	Construction Project Manager who well verse in <b>tender</b> , <b>contract</b> and <b>value management</b> activities and procedures in delivering high yield investment to his employer through systematic SWOT analysis and solve discrepancies or using appropriate dispute resolution strategies in accordance with the contract until the project close-out activities.
PO4	<b>Procurement and Financial Management</b>	Construction Project Manager who demonstrate the comprehensive understanding of project management <b>finance</b> principles start from initial conceptual stage through client's needs/brief for effective <b>procurement</b> and in the same time, able to predict and forecast the cash flow and execute the financing control along the project delivery until closing account.
PO5	<b>Design &amp; Liaison and Team Management</b>	Construction Project Manager who excel in effective <b>communication</b> with his employer and team which able to translate the needs into satisfactory and approved <b>design</b> while leading a negotiation with stakeholders and <b>multi-disciplinary project team</b> for authorities' approvals within reasonable time in compliance with all needs, technical and commercial requirements.
PO6	<b>Quality Management, Project Planning, Monitoring And Control</b>	Construction project manager who ensuring a <b>quality</b> deliverables from his team services through the efficient project <b>planning</b> , <b>monitoring</b> and <b>control</b> with correct establishment of project management procedures in risk management, predicting and forecasting followed by mitigating using specific conventional techniques and modern project management tools for satisfactory documentations records.
PO7	<b>Complex PM Techniques &amp; Operation and Maintenance</b>	Construction project manager who <b>evaluating</b> a range of principles and <b>complex project management techniques</b> across wide obligations for the work of himself and other which include planning, execution and control to underpin substantial and reasonable judgemental evaluation as well as exercising credible autonomy along the process of construction until <b>operation and maintenance</b> .
PO8	<b>Personal &amp; Entrepreneur Skill</b>	Construction project manager who <b>leading</b> an exemplary personal skill include self-directing lifelong learning and facilitate great worthy <b>entrepreneurship</b> skills and continuously explore and obtain related competencies for an efficient and excellence of Construction Project Management.

## MODULE 01: FUNDAMENTAL OF PROJECT MANAGEMENT COMPETENCY

### Module Topics

Participants will be briefly explained on the fundamental of a project management for a construction project and an overview of an entire modules. In this 7-days lesson through LMS will focus on the necessity of ACT 520 compliance and construction project management activities.

<b>Learning Outcomes</b>	The participants shall have knowledge and ability to explain their role in a construction project.
<b>Challenge</b>	Preparing the paperwork for PA assessment where the guideline and references will be given by the trainer and to be submitted within 2-weeks' time (providing all formats are compiled). Completing the next module, Module 02: Project Initiation & Stakeholders Management will give participant more exposure and deepen subject matter.

## MODULE 02: PROJECT INITIATION & STAKEHOLDERS MANAGEMENT

### Module Topics

Participants will go through the project initiation components like statement of need and establishing project feasibility study as well as the development impact assessment.

### Learning Outcomes

The participant will be to identify key personnel in project initiation and adopt an effective and efficient project initiation practice. Hence, able to manage communication amongst stakeholders during project initiation.

### Challenge

Preparing the paperwork for PA assessment where the guideline and references will be given by the trainer and to be submitted within 2-weeks' time (providing all formats are compiled).  
Completing the next module, Module 03: Conceptual Design & Preliminary Estimate will give participant more exposure and deepen subject matter.

## MODULE 03: CONCEPTUAL DESIGN & PRELIMINARY ESTIMATE

### Module Topics

Participants will cover project brief components where conceptual design and preliminary estimation are prepared. In this 14-days lesson through LMS will focus on the design and estimation strategy part.

<b>Learning Outcomes</b>	The participants shall have knowledge and ability to understand and adopt an effective and efficient conceptual design and preliminary estimation good practice.
<b>Challenge</b>	Preparing the paperwork for PA assessment where the guideline and references will be given by the trainer and to be submitted within 2-weeks' time (providing all formats are compiled). Completing the next module, Module 04: Procurement Management will give participant more exposure and deepen subject matter.

## MODULE 04: PROCUREMENT MANAGEMENT

### Module Topics

Participants will cover the procurement related documents, process and common problems or constraints in construction project management. In this 7-days lesson through LMS will focus on the entire procurement management, standard form of contract and its strategy.

<b>Learning Outcomes</b>	The participants shall be able to manage and strategizing procurement effectively and with good practices.
<b>Challenge</b>	Preparing the paperwork for PA assessment where the guideline and references will be given by the trainer and to be submitted within 2-weeks' time (providing all formats are compiled). Completing the next module, Module 05: Project Planning, Monitoring & Control will give participant more exposure and deepen subject matter.

## MODULE 05: PROJECT PLANNING, MONITORING & CONTROL

### Module Topics

Participants will be covering the most important activities in managing project. Covering the establishment of project plan through monitoring and control tools. In this 14-days lesson through LMS will focus on the project work program, work breakdown structure, method of statement and project progress report.

<b>Learning Outcomes</b>	The participants shall have knowledge and ability to understand and leading in structuring the planning, monitoring and control tool and documentations.
<b>Challenge</b>	Preparing the paperwork for PA assessment where the guideline and references will be given by the trainer and to be submitted within 2-weeks' time (providing all formats are compiled). Completing the next module, Module 06: Project Financial Management will give participant more exposure and deepen subject matter.



## MODULE 06: PROJECT FINANCIAL MANAGEMENT

### Module Topics

Participants will cover a comprehensive financial management where monitoring and controlling project cash flows are dependable to the attainment of the construction project main objectives. In this 7-days lesson through LMS will focus on the project cash flow management and the financing strategy.

### Learning Outcomes

The participants shall have knowledge and depth understanding on the insight of a financial management inclusive of theories, principles and practical.

### Challenge

Preparing the paperwork for PA assessment where the guideline and references will be given by the trainer and to be submitted within 2-weeks' time (providing all formats are compiled).  
Completing the next module, Module 07: Design Management and Authority Liaison will give participant more exposure and deepen subject matter.

## MODULE 07: DESIGN MANAGEMENT AND AUTHORITY LIAISON

### Module Topics

Participants will be briefly explained on the establishment of details of design and requirements of authorities for submissions. In this 14-days lesson through LMS will focus on the design criteria, process and related documents.

<b>Learning Outcomes</b>	The participants shall have knowledge and ability to understand the design process and specification and the line communication in liaising with authorities.
<b>Challenge</b>	Preparing the paperwork for PA assessment where the guideline and references will be given by the trainer and to be submitted within 2-weeks' time (providing all formats are compiled). Completing the next module, Module 08: Quality Management and Control will give participant more exposure and deepen subject matter.

## MODULE 08: QUALITY MANAGEMENT AND CONTROL

### Module Topics

Participants will cover project quality management system. In this 7-days lesson through LMS will focus on the quality management system inclusive of CIDB QLASSIC elements.

<b>Learning Outcomes</b>	The participants shall have knowledge and ability to explain and practice the differences between quality management and construction project management, the application in the industry and adopting the best practices.
<b>Challenge</b>	Preparing the paperwork for PA assessment where the guideline and references will be given by the trainer and to be submitted within 2-weeks' time (providing all formats are compiled). Completing the next module, Module 09: Occupational Safety and Health Management will give participant more exposure and deepen subject matter.

## MODULE 09: OCCUPATIONAL SAFETY AND HEALTH MANAGEMENT

### Module Topics

Participants will be briefly explained on the importance of health and safety in managing construction project. In this 7-days lesson through LMS will focus on the monitoring construction project in terms of health and safety and way forwarding in enhancement towards IR4.0

<b>Learning Outcomes</b>	The participants shall have knowledge and ability to understand and apply safety and health ethical and professional culture in construction project.
<b>Challenge</b>	Preparing the paperwork for PA assessment where the guideline and references will be given by the trainer and to be submitted within 2-weeks' time (providing all formats are compiled). Completing the next module, Module 10: Sustainability and Environmental Management will give participant more exposure and deepen subject matter.

## MODULE 10: SUSTAINABILITY AND ENVIRONMENTAL MANAGEMENT

### Module Topics

Participants will cover on issues related to environment and sustainability. In this 7-days lesson through LMS will focus on the compliance of legislation in environmental management.

<b>Learning Outcomes</b>	The participants shall have knowledge and ability to understand the legislation and regulations related to environment and administering documents.
<b>Challenge</b>	Preparing the paperwork for PA assessment where the guideline and references will be given by the trainer and to be submitted within 2-weeks' time (providing all formats are compiled). Completing the next module, Module 11: Value, Tender and Contract Management will give participant more exposure and deepen subject matter.

## MODULE 11: VALUE, TENDER AND CONTRACT MANAGEMENT

### Module Topics

Participants will be briefly explained on the fundamental of value, tender and contract management. In this 14-days lesson through LMS will focus on a comprehensive contract management involving procuring and valuing of a construction project.

<b>Learning Outcomes</b>	The participants shall have well verse knowledge in tendering, contract and value management activities and procedures in delivering high yield investment using appropriate dispute resolution strategy.
<b>Challenge</b>	Preparing the paperwork for PA assessment where the guideline and references will be given by the trainer and to be submitted within 2-weeks' time (providing all formats are compiled). Completing the next module, Module 12: Dispute Resolution will give participant more exposure and deepen subject matter.

## MODULE 12: DISPUTE RESOLUTION

### Module Topics

Participants will be briefly explained on the fundamental of a dispute resolution. In this 7-days lesson through LMS will focus on the litigation and mitigation of dispute resolution and related procedure as well as to prevent the dispute unsolved.

<b>Learning Outcomes</b>	The participants shall have knowledge and ability to explain how to resolve dispute between affected party(s) and able to provide relevant advises upon dispute or litigation.
<b>Challenge</b>	Preparing the paperwork for PA assessment where the guideline and references will be given by the trainer and to be submitted within 2-weeks' time (providing all formats are compiled). Completing the next module, Module 13: Risk Management will give participant more exposure and deepen subject matter.

## MODULE 13: RISK MANAGEMENT

### Module Topics

Participants will cover step taken to make construction projects more efficient and practical such that uncertainties should be identified before occurring. In this 7-days lesson through LMS will focus on the identifying uncertainties which could turn into crisis and how to balance between threats and opportunities.

### Learning Outcomes

The participants shall have knowledge and ability to identify key project personnel and stakeholders and meeting commitments and minimizing negative impacts on construction project performance in relation to cost, time and quality objectives.

### Challenge

Preparing the paperwork for PA assessment where the guideline and references will be given by the trainer and to be submitted within 2-weeks' time (providing all formats are compiled).  
Completing the next module, Module 14: Project Handover and Closeout will give participant more exposure and deepen subject matter.



## MODULE 14: PROJECT HANDOVER AND CLOSEOUT

### Module Topics

Participants will cover application in testing and commissioning, defect liability period, project closeout and final account. In this 7-days lesson through LMS will focus on the necessary preparation involved during project handover and closeout.

### Learning Outcomes

The participants shall have knowledge and ability to explain the principle in project handover and closeout, as well as to develop and configure an effective project delivery and client acceptance system.

### Challenge

Preparing the paperwork for PA assessment where the guideline and references will be given by the trainer and to be submitted within 2-weeks' time (providing all formats are compiled).  
Completing the next module, Module 15: Operation and Maintenance will give participant more exposure and deepen subject matter.

## MODULE 15: OPERATION AND MAINTENANCE

### Module Topics

Participants will be briefly explained on the fundamental of establishing operation and maintenance plan. In this 7-days lesson through LMS will focus on the operation and maintenance management documentation for end-user and understanding the computerize maintenance management system.

### Learning Outcomes

The participants shall have knowledge and ability to explain the operation and maintenance objectives, goals and activities.

### Challenge

Preparing the paperwork for PA assessment where the guideline and references will be given by the trainer and to be submitted within 2-weeks' time (providing all formats are compiled).  
Completing the next module, Module 16: Project People and Team Management will give participant more exposure and deepen subject matter.

## MODULE 16: PROJECT PEOPLE AND TEAM MANAGEMENT

### Module Topics

Participants will be briefly explained on the fundamental of an effective communication to your project people and team. In this 7-days lesson through LMS will focus on the effective line of communication of project people and team.

<b>Learning Outcomes</b>	The participants shall have knowledge and ability to identify project personnel and team and utilizing good skill in communicating and delivering information for a smooth project progress.
<b>Challenge</b>	Preparing the paperwork for PA assessment where the guideline and references will be given by the trainer and to be submitted within 2-weeks' time (providing all formats are compiled). Completing the next module, Module 17: Professional Ethics and Entrepreneurship will give participant more exposure and deepen subject matter.

## MODULE 17: PROFESSIONAL ETHICS AND ENTREPRENEURSHIP

### Module Topics


Participants will be briefly explained on the professional ethics of a construction project manager in managing projects. In this 7-days lesson through LMS will highlight ethical values such as trust, honesty, entrepreneurship mind-set, responsibility respect and fairness which create harmony and professionalism in teams which in turn leads to project success.

### Learning Outcomes

The participants shall have knowledge and ability to explain their ethics in ensuring decisions and actions are always honourable and in the best interest of stakeholders. The entrepreneurship mind set will also lead to success and profitable project.

### Challenge

Preparing the paperwork for PA assessment where the guideline and references will be given by the trainer and to be submitted within 2-weeks' time (providing all formats are compiled). Completing this module will definitely require your knowledge, skill and life experience in construction industry.



Any inquiry  
regarding this  
curriculum  
overview, please  
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**othm**<sup>®</sup>  
qualifications