Specification of Competency Standards
for the Information & Communications Technology Industry
Unit of Competency

Functional Area - Project Management

Title	Conduct project closure with respect to time
Code	111198L5
Range	This UoC involves conducting project closure in the context of Project Time Management
Level	5
Credit	1 （For Reference Only）

Competency	Performance Requirements
	1. Understand the boundary of project phases
	
	• Be able to:
	   o recognise the terminal activity of a project phase
	   o know the outputs from the last activity
	   o understand the post-closure follow-up for relationship management and next version/iteration improvement
	
	2. Conduct project closure with regard to time
	
	• Be able to:
	   o document lessons learned, including causes of activities leading to schedule changes, types of schedule changes, reasons for selecting specific corrective actions
	   o classify schedule change causes for further analysis
	   o perform review based on context, process description, responsibilities, information needs and key criteria with respect to the time related project elements and commitment
	
	3. Review activities performed in the project phases
	
	• Be able to critically review project elements and commitment based on context, process description, responsibilities, information needs and key criteria with respect to the time

Assessment Criteria	The integrated outcome requirements of this UoC are the abilities to: • consolidate causes and solution to time variance project closure • review actual time schedule against planned schedule to aid better time management in subsequent projects.
Remark	Co-Requisites: ITSWPM606A, ITSWPM608A, ITSWPM612A, ITSWPM615A, ITSWPM518A, ITSWPM620A