

**Information and Communications Technology Industry Training Advisory Committee
Software Products and Software Services (SW) branch
Unit of Competencies**

1. Title	Monitor, control and update project schedule
2. Code	ITSWPM504A
3. Range	Monitor and control project schedule, and update the project schedule accordingly, in order to ensure timely completion of a project [Project Management – Project Time Management]
4. Level	5
5. Credit	2
6. Competency	<p style="text-align: right;"><u>Performance Requirement</u></p> <p>6.1 Understand the critical path in schedule Be able to know the possible critical path in a schedule and the corresponding control factors</p> <p>6.2 Conduct Schedule Control Be able to</p> <ul style="list-style-type: none"> ▪ define the procedure by which the project schedule may be changed ▪ implement a schedule change control system ▪ integrate schedule activities with the overall change control system ▪ determine the need for a schedule change ▪ determine the magnitude of the schedule change and the need for re-establishing the baseline ▪ determine overall plan adjustments resulting from schedule updates ▪ determine the need for schedule fast tracking or crashing ▪ initiate corrective actions to ensure that additional schedule changes are minimized ▪ integrate approved schedule changes with other project control processes <p>6.3 Control progress in respect to the plan Be able to define/Monitor/Review/Measure tolerance, product descriptions, work package authorization, quality control, project issues, project change control, risk log, checkpoints, and so on</p>
7. Assessment Criteria	The integrated outcome requirements of this UoCs are the abilities to: (i) monitor project progress; and (ii) exercise adaptive controls to minimize time variance.
Remark	Co-requisites: ITSWPM605A, ITSWPM607A, ITSWPM508A, ITSWPM510A, ITSWPM520A