

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

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| 1. Title | Define the organizational structure of a project |
| 2. Code | ITSWPM511A |
| 3. Range | Conduct organizational definition of a project so as to fit for the purposes of project and missions of the organization and make the most effective use of the people involved in a project [Project Management – Project Human Resources Management] |
| 4. Level | 5 |
| 5. Credit | 3 |
| 6. Competency | <p><u>Performance Requirement</u></p> <p>6.1 Understand project requirements and prepare ground works for organization definition</p> <p>Be able to</p> <ul style="list-style-type: none"> ▪ comprehend requirements of scheduling and resource planning ▪ formulate skill inventory to facilitate effective searching for team members ▪ complete stakeholder needs analysis as a guide to the project planning process <p>6.2 Identify the organizational structure</p> <p>Be able to</p> <ul style="list-style-type: none"> ▪ identify the organizational structure (See Remark) ▪ determine project effects according to the structure <p>6.3 Identify responsibility assignment processes</p> <p>Be able to</p> <ul style="list-style-type: none"> ▪ identify specific processes for organization role assignment ▪ identify specific processes for organization responsibility assignment <p>6.4 Conduct project team definition professionally</p> <p>Be able to</p> <ul style="list-style-type: none"> ▪ define the roles of the project management team in accordance with professional standards ▪ define the responsibilities of the roles in accordance with organization's policies and guidelines |
| 7. Assessment Criteria | The integrated outcome requirements of this UoCs are the abilities to: (i) identify organizational structure and responsibility assignment processes; and (ii) define project management team according to an organization's guidelines. |
| Remark | Examples of organizational structure are strong matrix, weak matrix, project-wise and functional structures. |