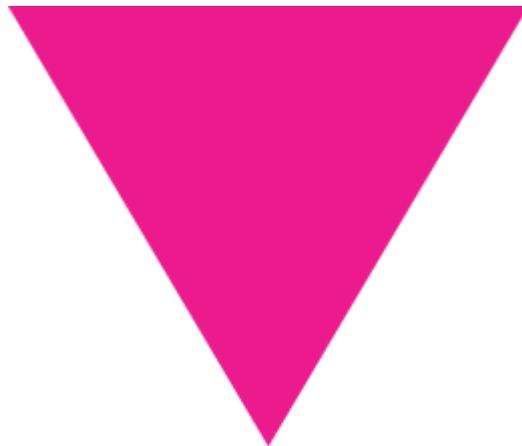




Module Planner Template (MPT)

**Module 5: Planning Phase II: Work Planning,
Scheduling, and Resource Allocation**

**Course Title: Sustainable Project Management with
PM² (SPM²)**



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Standard Module Planner Template (MPT)

Purpose:

This template must be used by all course authors when designing individual modules. It ensures coherence across the full course by standardizing the structure, terminology, and instructional components. The MPT provides clear guidance for instructors and instructional designers, facilitates alignment with learning outcomes, and supports high-quality delivery across diverse academic and institutional contexts.

Each of the 10 modules in your course must follow this format. Use the provided fields and instructions carefully, and ensure that supporting materials (e.g., templates, videos, practical tasks) are properly referenced and labeled in accordance with this plan.

1. GENERAL MODULE INFORMATION

Instructions: Fill out the fields below with accurate and concise information for each module.

Field	Instruction
Module Number	M5
Module Title	Planning Phase II: Work Planning, Scheduling, and Resource Allocation
Course Title	Sustainable Project Management with PM ² (SPM ²)

2. MODULE OVERVIEW

Instructions: Write 3–5 sentences that summarize the core idea, scope, and role of this module in the course.

This module continues the Planning Phase by focusing on work planning and the allocation of time, cost, and human resources—laying the operational foundation for the successful delivery of project work. Building on the methodological tailoring and management frameworks established in the previous module, learners now shift their attention to defining what the project will deliver, when, by whom, and with what resources. Students are introduced to the development of the Work Plan, including the structuring of the Work Breakdown Structure (WBS), definition of work packages, and formulation of the Scope of Work. The module also explores scheduling techniques and tools aligned with PM² (e.g., Gantt charts, milestone planning), enabling learners to transform logical work packages into actionable project timelines. In parallel, learners will engage in resource planning, including budgeting and the assignment of human, financial, and technical capacities. Particular attention is paid to the integration of sustainability considerations—such as the environmental and social impact of resource use, alignment with circular economy principles, and cost-effectiveness of greener alternatives.

By the end of this module, students will be equipped to produce an integrated planning grid that interlinks scope, schedule, and resource dimensions—ensuring the project is both operationally feasible and strategically aligned with its sustainability



objectives. This integrated plan serves as the execution blueprint and control baseline in the subsequent phase of project implementation.

3. LEARNING OBJECTIVES

Instructions: List 2–4 general learning objectives using action verbs from Bloom's Taxonomy (aligned with Course Syllabus Template (CST)) . Focus on what students will understand or be able to do after completing the module.

Note: The learning objectives here should be derived from and aligned with the overarching course-level learning objectives defined in the Course Syllabus Template (CST). You are encouraged to further specify or tailor the objectives to the unique focus of this module, while maintaining full coherence with the overall course direction.

Upon successful completion of this module, students will be able to:

- **LO-1:** Explain the purpose and structure of work planning in the PM² methodology, including the use of Work Breakdown Structure (WBS) and Scope of Work (SoW).
- **LO-2:** Apply scheduling techniques (e.g., milestone charts, Gantt charts) to transform logical work packages into actionable timelines.
- **LO-3:** Conduct resource planning by identifying and allocating human, financial, and technical resources needed to implement the Work Plan.
- **LO-4:** Integrate sustainability considerations into scope, schedule, and resource planning—addressing efficiency, environmental footprint, and alignment with circular economy principles.
- **LO-5:** Synthesize scope, schedule, and resource information into an integrated planning grid to be used as the baseline for execution and monitoring.

4. LEARNING OUTCOMES

Instructions: Define 1–3 specific and measurable learning outcomes for this module (aligned with Course Syllabus Template (CST)).

Note: Module-level outcomes should be directly linked to the learning objectives stated above and traceable to the course-level learning outcomes listed in the CST. Here you have the opportunity to disaggregate or operationalize broader course outcomes into concrete, assessable outputs for this module.

Upon successful completion of this course, students will be able to:

- **Outcome 1:** Distinguish between work planning artefacts (WBS, SoW, Work Plan) and their roles in structuring delivery.
- **Outcome 2:** Evaluate the sustainability implications of different resource and scheduling choices.
- **Outcome 3:** Produce a draft Integrated Planning Grid that connects scope, time, and resource allocations into a coherent planning baseline.



- **Outcome 4:** Demonstrate understanding of planning logic, artefact integration, and sustainability considerations through a knowledge check assessing key PM²/SPM² concepts.

5. MODULE LEARNING CONTENT (TOPICS & SUBTOPICS)

Instructions: Outline the instructional content that will be covered in this module. Structure the topics and subtopics logically to guide lecture flow and student learning.



Main Topic	Subtopics / Key Concepts
Project work planning in PM²	<ul style="list-style-type: none"> - Purpose and structure of the Work Plan in PM² - Linking project objectives with planned deliverables - Overview of Work Planning artefacts
Work Breakdown Structure (WBS)	<ul style="list-style-type: none"> - Definition and structure of the WBS - Levels and granularity of decomposition - From WBS to Work Packages and deliverables
Scope of Work and package definition	<ul style="list-style-type: none"> - Defining Scope of Work per work package - Assigning roles and estimating effort - Ensuring alignment with sustainability goals
Scheduling techniques	<ul style="list-style-type: none"> - Gantt charts, milestone planning, and logical sequencing - Critical path awareness - Buffering, dependencies, and baseline creation
Resource planning and allocation	<ul style="list-style-type: none"> - Estimating and allocating human, financial, and technical resources - Tools and logic for integrated resource planning - Creating the Planning Grid
Sustainability in work & resource planning	<ul style="list-style-type: none"> - Evaluating resource-related sustainability impacts (e.g., carbon, cost, social) - Trade-offs and alternative sourcing - Circular economy considerations
Integrated planning framework	<ul style="list-style-type: none"> - Interdependencies between scope, schedule, and resource plans - Using the Planning Grid as an execution and control baseline
From theory to practice	<ul style="list-style-type: none"> - How early alignment influences Planning and later phases - Link with upcoming module: Planning for Sustainability (Module 6)



6. MODULE LEARNING ACTIVITIES AND DELIVERY STRUCTURE

Instructions: Fill in the table to describe teaching content and activities, reflecting a blend of pre-class, in-class, and post-class elements. Ensure alignment with digital and active learning principles.



Segment	Activity Type	Description	Duration	Delivery Format
Pre-class	Intro Video + Guided Reading + Artefact/Template Review	Learners complete three preparatory tasks: <ul style="list-style-type: none"> - Watch a video explaining Planning Phase II in SPM² (Work Plan, WBS, resource logic), module learning objectives, outcomes, and structure. - Read selected content from the SPM² Guide covering Work Planning and Scheduling. - Review relevant templates and artefacts for this phase. 	~2 h	LMS / SPM ² Guide (asynchronous)
In-class	Interactive Lecture + Discussion Group	Instructor introduces the logic of WBS and PM ² -aligned scheduling, linking them to sustainability feasibility. Group discussion includes analysis of examples and inputs on work package structuring, resource planning, and Gantt-based scheduling.	~3 h	F2F or Hybrid (lecture + facilitated discussion)
In-class	Applied Workshop / Simulation	Group exercise: Learners complete a Planning Grid linking deliverables, schedule, and resources, testing alignment with sustainability indicators. Teams present their grids, discuss trade-offs, and receive peer feedback.	~3 h	F2F / Workshop Format
Post-class	Knowledge Check Quiz	Learners complete: <ul style="list-style-type: none"> - Knowledge Check (10 questions) testing understanding of WBS logic, work planning artefacts, scheduling principles, and sustainability integration in resource allocation. 	~1 h	LMS Submission (asynchronous)
Post-class	Individual Written Reflection Task	Learners reflect on the balance between ambition, feasibility, and sustainability in planning, using a	~2 h	LMS Submission (asynchronous)



		fictional or real-life example to justify their choices and identify trade-offs.		
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7. PRACTICAL TASK(S) / ASSESSMENT SUMMARY

Instructions:

List each practical assignment in this module in a separate row. For each task, complete the table and provide a clear reference to the Practical Task Description Template (PTDT) document, where full task instructions and grading criteria are given.

The typologies below are **examples only** and intended to guide consistency across modules.

Suggested Task Typologies (for reference only):

- **Case-Based Task** – Analyze real-world or simulated scenarios.
- **Scenario or Game-Based Simulation** – Participate in role-plays or simulations.
- **Design and Planning Task** – Develop strategies, plans, models, or tools.
- **Analytical Task** – Work with data, conduct evaluations, generate insights.
- **Reflection or Personal Development Task** – Engage in self-assessment, journaling, or mindset analysis.
- **Evaluation or Critical Assessment Task** – Critique existing practices using structured criteria.

If your task does not fall neatly into any of the predefined typologies, you may add your own under “Task Typology.”



Task Title	Task Type	Task Typology	Description	PTDT Reference
Integrated Planning Grid	Group Assignment	Design and Planning Task	Based on a given case, learners develop a Planning Grid that interlinks project deliverables, schedules, and required resources. They must highlight key sustainability considerations and justify their resource allocation decisions in light of constraints and impact.	PTDT_M5_PlanningGrid.docx
Sustainability-Feasibility Reflection	Individual Assignment	Reflection or Personal Development Task	Learners reflect on the complexity of balancing project ambition, feasibility, and sustainability. Using a fictional or real-life example, they describe how scope, schedule, and resource planning decisions were made—and whether trade-offs supported or hindered sustainability goals.	PTDT_M5_ReflectionBalance.docx
Knowledge Check Quiz: Planning II	Individual Assessment	Analytical Task	A 10-question quiz covering the concepts of WBS, planning artefacts, schedule development, resource planning, and sustainability integration.	PTDT_M5_KnowledgeCheckQuiz.docx



8. DIGITAL LEARNING RESOURCES AND MULTIMEDIA SUPPORT

Instructions:

List all digital, multimedia, and interactive resources used to support the delivery of this module and learner engagement. Include links to videos, downloadable templates, interactive tools, and LMS-integrated components (e.g., quizzes, polls, checklists). Microlearning materials should also be listed here



Type	Description	Format	Developer
Reading Material	Extract from the SPM ² Guide – Sections on Work Planning, Scheduling, Resource Planning, and Planning Grid.	PDF	SPM ² Editorial Team
AI Video Intro	Planning Phase II in SPM ² : Animated video covering the logic of work planning, WBS, scheduling, and sustainability-aware resource allocation.	MP4	SPM ² Authoring Team
Microlearning Unit 1	Planning Artefacts Overview (part I): Project Handbook, PMPs - Downloadable templates	DOCX	SPM ² Authoring Team
Downloadable Template	<ul style="list-style-type: none"> • Case scenario PDF • WBS Template (DOCX) • Integrated Planning Grid Template (DOCX) • Sustainability Evaluation Checklist (DOCX) • Reflection Template (DOCX) 	PDF/DOCX	Authoring Team
LMS Activity	Knowledge Check Quiz – Module 5: 10-question quiz testing understanding of WBS, planning artefacts, scheduling, and sustainability integration in planning.	SCORM Package	eLearning Team
LMS Activity	Individual Reflection Task: Learners reflect on trade-offs between scope, schedule, and sustainability in project planning.	LMS Form Submission	Course Instructor
Optional Resource	<ul style="list-style-type: none"> • Optional In-class Prompt: “How does sustainability change the way we prioritise scope, schedule, and resources?” • Optional Post-class Prompt: “Planning trade-offs: Ambition vs. Feasibility vs. Sustainability.” 	LMS Forum Entry	Course Instructor



9. REQUIRED READINGS AND RESOURCES

Instructions: Divide the required learning materials into *Mandatory* and *Optional* sections.

Mandatory Readings and Tools

- SPM² Guide – Chapter on the Planning Phase II
(Focus on Work Plan, Work Breakdown Structure, scheduling logic, and resource allocation)
- Planning Artefacts and Templates:
 - Work Plan Template (SPM² version)
 - Work Breakdown Structure (WBS) Template (SPM² version)
 - Integrated Planning Grid (linking deliverables, schedule, and resources)

Optional Readings and Resources

- (To be tailored by instructor based on learners' background and course context)

10. FINAL QUALITY CHECK (SELF-REVIEW)

Instructions: Use this checklist before submitting your module. Confirm alignment with the pedagogical flow, and digital readiness. Mark only what is **completed**.

- Each practical task has a PTDT reference
- Readings are categorized (Mandatory/Optional)
- Teaching activities cover pre/in/post-class formats
- Multimedia and microlearning materials are specified
- Linkages to other modules are clearly defined
- All digital learning resources and multimedia components are noted and delivery-ready or marked "pending"