COURSE OUTLINE: PMC410 - INTERNSHIP/CAPSTONE

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Approved: Bob Chapman - Dean

Course Code: Title	PMC410: INTERNSHIP/CAPSTONE
Program Number: Name	2179: ADVANCE PRO MGT-STRA
Department:	BUSINESS/ACCOUNTING PROGRAMS
Academic Year:	2025-2026
Course Description:	This field placement provides an experiential opportunity to the Advanced Project Management student. This course includes a regular 2-hour seminar held once a week. The seminar provides instructor-led supports to set students up for success in their placements. The unpaid field placement provides the opportunity to develop and implement tools and techniques within a variety of project management functions allowing students to apply learned concepts and principles. Students will integrate their theoretical knowledge and technical skills with career opportunities. If a placement cannot be found, the student will be offered a capstone project to complete.
Total Credits:	10
Hours/Week:	20
Total Hours:	280
Prerequisites:	BCH102, EDI001, PMC201, PMC202, PMC203, PMC204, PMC205, PMC302, PMC306, PMC307
Corequisites:	There are no co-requisites for this course.
Vocational Learning Outcomes (VLO's) addressed in this course: **Please refer to program web page for a complete listing of program outcomes where applicable.**	**2179 - ADVANCE PRO MGT-STRA** VLO 1 Manage the scope, cost, timing, and quality of the project at all times focused on project success as defined by project stakeholders VLO 2 Align the project to the organization's strategic plan, quality assurance processes and business justification throughout its lifecycle VLO 3 Implement project management knowledge processes, lifecycle and concepts, tools and techniques in order to achieve project success as defined by the stakeholder(s) VLO 4 Adapt projects in response to issues that arise internally and externally providing creative and flexible solutions VLO 5 Interact with team and stakeholders in a professional manner, respecting differences to ensure a collaborative project environment VLO 6 Manage communications to ensure timely and appropriate generation, collection, dissemination, storage and disposition of project information to aid in the achievement of project objectives VLO 7 Implement general business concepts, practices, and tools to facilitate project success VLO 8 Adapt project management and leadership style to meet the needs of stakeholders from multiple sectors of the economy (i.e., consulting, government, arts, media) VLO 9 Apply project management practices to the launch of new programs, initiatives,

		products, services, and events relative to the needs of stakeholders
	VLO 10	Develop a comprehensive project plan that includes planning and control procedures, resource management, and risk management plans
	VLO 11	Ensure compliance with ethical and professional standards within a Canadian context when managing projects
	VLO 12	Integrate inclusive practices from a Canadian perspective to support equity and participation of diverse stakeholders when managing projects
	VLO 13	Challenge personal assumptions and encourage the expression of all points of view to examine issues through various lenses for decision making
Essential Employability Skills (EES) addressed in this course:	EES 1	Communicate clearly, concisely and correctly in the written, spoken, and visual form that fulfills the purpose and meets the needs of the audience.
	EES 2	Respond to written, spoken, or visual messages in a manner that ensures effective communication.
	EES 4	Apply a systematic approach to solve problems.
	EES 5	Use a variety of thinking skills to anticipate and solve problems.
	EES 6	Locate, select, organize, and document information using appropriate technology and information systems.
	EES 7	Analyze, evaluate, and apply relevant information from a variety of sources.
	EES 8	Show respect for the diverse opinions, values, belief systems, and contributions of others.
	EES 9	Interact with others in groups or teams that contribute to effective working relationships and the achievement of goals.
	EES 10	Manage the use of time and other resources to complete projects.
	EES 11	Take responsibility for ones own actions, decisions, and consequences.
Course Evaluation:	Satisfactory/Unsatisfactory & A minimum program GPA of 2.0 or higher where program specific standards exist is required for graduation.	
Other Course Evaluation & Assessment Requirements:	A Skills Passbook will be provided to students during the first week of the semester.	

Course Outcomes and Learning Objectives:

Course Outcome 1	Learning Objectives for Course Outcome 1
1. Apply project management planning practices to the launch of new programs, initiatives, products, services, and events relative to the needs of stakeholders.	1.1 Critically analyze strategic goals and propose project ideas. 1.2 Craft a scope statement and project charter that describes the project boundaries and key deliverables. 1.3 Evaluate the progress of a project, prepare reports and propose needed changes throughout the project. 1.4 Apply project closure principles to the assigned project.

Course Outcome 2	Learning Objectives for Course Outcome 2
2. Establish and maintain clear, appropriate, and ongoing communication	2.1 Employ professional verbal and non-verbal communication skills to promote the development of effective work relationships during the field placement or capstone.

	during the field placement or capstone.	2.2 Clearly communicate and document learning experiences that happen during the field placement or capstone. 2.3 Respond constructively to feedback and communication with field placement or capstone stakeholders.
	Course Outcome 3	**Learning Objectives for Course Outcome 3**
	3. Develop professional behaviours, skills and attitudes when working on a project in either a field placement or capstone.	3.1 Employ professional personal and internapersonal skills to prmote the developmentof positive working relationships in field placement or capstone. 3.2 Develop workplace and project management skills and knowledge while working on projects in a workplace setting. 3.3 Demonstrate reliability, dependability, and motivation in the project setting.
	Course Outcome 4	**Learning Objectives for Course Outcome 4**
	4. Develop a risk management plan associated with the intended project.	4.1 Understand the use of uncertainty and risk associated with the project. 4.2 Create a risk register for the project. 4.3 Analyze risk metrics, assessments and create a plan to mitigate or eradicate risks.
	Course Outcome 5	**Learning Objectives for Course Outcome 5**
	5. Prepare and use professional written, verbal and nonverbal communication when working with fellow peers.	5.1 Communicate professionally, in both written and verbal, without personal bias 5.2 Communicate infomration comprehensively, concisely, accurately, objectively and in a timely manner. 5.3 Establish and maintain effective communication with external and internal project stakeholders.

Evaluation Process and Grading System:

Evaluation Type	Evaluation Weight
Professional skills Development - Skills Passbook	100%

Date: June 27, 2025

Addendum: Please refer to the course outline addendum on the Learning Management System for further information.