

CAMBRIDGE

INTERNATIONAL EXAMINATIONS

Diploma in Project Management

General Assessment Guidelines

Cambridge International Diploma in Project Management

ASSESSMENT AND GRADING

The three assignments are marked individually and will each be given a maximum of 100 marks.

Results are determined as follows:

Result	Marks
Distinction	85-100
Merit	70-84
Pass	50-69
Fail	Below 50

The assessment is carried out using assignment specific marking grids and a set of generic criteria that are applied to all assignments.

The assignment specific marking grids each deal with four aspects of the evidence found in an assignment and marks for these are awarded as follows:

Project Practitioner Competence	Max 60
Project Management Competence	Max 15
Research and Analysis	Max 15
Presentation	Max 10
Total	Max 100

Three aspects of the assessment approximately relate to the results in the following way:

	Demonstration of Project Practitioner Competence	Demonstration of Project Management Competence	Evidence of Research and Analysis
Distinction	X	X	X
Merit	X	X	
Pass	X		

However, the overall result will be awarded according to the total score of marks and may not follow the above specification exactly.

The general format of the three assignment specific grids is as follows:

Assignment	Demonstration of Project Practitioner Competence	Score
	0 – 12 marks for each area	
<u>Assessment area 1</u>		
<u>Assessment area 2</u>		
<u>Assessment area 3</u>		
<u>Assessment area 4</u>		
<u>Assessment area 5</u>		
Total score for Demonstration of Project Practitioner Competence	Maximum 60 marks	
Demonstration of Project Management Competence	Maximum 15 marks Refer to guidelines	
Evidence of Research and Analysis	Maximum 15 marks Refer to guidelines	
Presentation	Maximum 10 marks Refer to guidelines	
Total score	Maximum 100 marks	
Result		

Some supportive questions and comments for assessing each of the five assessment areas in the grid can be found in the candidates' guidelines for writing assignments. A general description of what is expected as demonstration of Project Management competence and as evidence of Research and Analysis accompanies each individual marking grid.

Generic Criteria

The generic criteria are not directly used for distribution of marks. Rather, they serve as an overall guideline and conceptual framework for assessing assignments by the above grid.

Determination of results:

An overall **Pass** grade will be awarded for the Diploma where candidates achieve:

- three assignments at Pass level **or**
- two assignments at Pass level and one at Distinction level or Merit level

An overall **Merit** grade will be awarded for the Diploma where candidates achieve:

- three assignments at Merit level **or**
- two assignments at Merit level and one at Distinction level or Pass level

An overall **Distinction** grade will be awarded for the Diploma where candidates achieve:

- three assignments at Distinction level **or**
- two assignments at Distinction level and one assignment at Merit level

Candidates who fail an assignment may resubmit their work for reassessment.

Generic Assessment Criteria

<p>Generic Criteria</p>	<p>The generic criteria are not directly used in the distribution of marks. Rather, they serve as an overall guideline and conceptual framework for assessing assignments using the specific criteria grids.</p> <p>At all levels candidates are requested to demonstrate competence in identifying and selecting information about the project, the organisation in which the project takes place and their own role in relation to it. The information must be clear, unambiguous and sufficient to convey an all round understanding of the project work undertaken by the candidate.</p>
<p>Project Practitioner Competence (Pass level)</p>	<p>The candidate demonstrates an understanding of his task as project manager in terms of analysing, delimiting and summarising information in the assignment and actively taking responsibility for the progress of the project towards results and objectives. This is done by providing factual information, discussion and conclusions about the project throughout its life cycle. The candidate further demonstrates applied project management skills in areas as specified in the syllabus.</p>
<p>Project Management Competence (Merit level)</p>	<p>The candidate demonstrates competence in managing the specific project. Besides providing factual information about the project, it is clear from the assignment that the candidate demonstrates the ability to take responsibility for meeting stakeholders' requirements, as well as other important factors critical to the project, such as project planning, monitoring progress and direction, risk analysis and decision making. The candidate further offers their own opinions on the options, decisions and other actions that should be taken to achieve a successful hand over of the project.</p>
<p>Research and Analysis (Distinction level)</p>	<p>The candidate demonstrates a wider perspective on the specific project by relating it to the organisation's objectives and mode of operation, standard practices, etc, as well as the client's and other stakeholders' specific and overall interests in the project. The candidate further explains and assesses the various choices, decisions and approaches to problem solving throughout the life cycle of the project. This is done by taking into account background information about the project, theoretical research and analysis and an account of good practice in the industry. The candidate gives the impression of being a highly competent and well-informed project manager.</p>