

**UNIVERSITY OF CUMBRIA**

**COURSEWORK REASSESSMENT REQUIREMENT**

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| **Module Code: HPRO4004** |
| **Module Title:**  **Projects in a commercial environment** |
| **Tutor:**  **Lesley Stretton** |
| **Title of the item of work:**  **Assessment 2 - A Professional Guidebook - 2000 words** |
| **Wordage:** |
| **Details and Criteria:**  Produce a professional guidebook (word limit 2000 words) that demonstrates an understanding of and competence in Learning Outcomes 1-3 for this module.  **Scenario**  You are the Procurement Manager working on a project, and you have been tasked with creating information (a guidebook) that will be displayed in the office to inform your team about the procurement process.  Create an engaging, informative guidebook with appropriate use of text, academic references, use of space and colour that lists, describes, and illustrates the following:  • A typical procurement process that could be adopted on your project.  • An explanation of a variety of methods for supplier reimbursement and contractual relationship options.  • A typical supplier selection process that could be adopted on a project. |
| **SUBMISSION DATE AS PER STUDENT PORTAL**  To be submitted by 3pm on Friday 11th August 2023 via email to the module leader [Lesley.stretton@cumbria.ac.uk](mailto:Lesley.stretton@cumbria.ac.uk) |