

**UNIVERSITY OF CUMBRIA**  
**COURSEWORK REASSESSMENT REQUIREMENT**

<b>Module Code: HPRO4004</b>	
<b>Module Title: Projects in a commercial environment</b>	
<b>Tutor:</b>	<b>Iain McKend (module leader)</b>
<b>Title of the item of work:</b>	<b>Report</b>
<b>Wordage:</b>	<b>2000 Words</b>
The reassessment represents 50% of module marks	
<p><b>Details and Criteria:</b></p> <p><b>Intended Learning Outcomes (ILOs)</b></p> <p>The knowledge to:</p> <p>ILO 1: Explain a typical procurement process</p> <p>ILO 2: Demonstrate knowledge of a variety of methods for supplier re-imbursement and contract relationships</p> <p>ILO 3: Explain a typical supplier selection process</p> <p><b>Task Description</b></p> <p>This assignment requires you to <b>write a formal report (word limit 2000 words)</b> that demonstrates understanding of, and competence in, ILOs 1-3 for this module.</p> <p><b>This task is based upon a project of your choice.</b> You may choose a project that you have, or your organisation has, been involved in, or (if you do not feel you have direct relevant experience) any project for which there is appropriate information available, regardless of the industry and country within which it was delivered.</p> <p><b>The report is to be written for the Board of the company you work for (this may be notional or actual) and explain how procurement activities are contributing to the project's outputs. It should be written in the third person and should address the following points:</b></p> <ul style="list-style-type: none"> <li>• <b>How is the procurement taking place and how does this compare to standard procurement models?</b></li> <li>• <b>What information is provided on supplier re-imbursement and contractual relationships and how does this compare with standardised approaches?</b></li> <li>• <b>What process has been outlined, or followed, to ensure that the best supplier will be appointed to undertake this work?</b></li> </ul>	

The report should have the following sections:

- Title Page (student number, date of submission, module code)
- Executive summary (300 word summary of the work, not included in the word count)
- Table of Contents (not included in word count)
- **Introduction**
- **The procurement process for this project**
- **Supplier re-imburement and contractual relationships**
- **Supplier selection**
- **Summary of procurement benefits and Conclusion**
- References (not included in word count)
- Appendix (not included in word count)

For clarity, all elements in bold print are include in the word count.

Any questions should be directed to your class tutor for this module in the first instance, or to the module leader if the tutor cannot be reached for any reason.

## Marking Criteria

Criteria and Weighting	100-70 Distinction	69-60 Merit	59-50 High Pass	49-40 Pass	39-20 Below Pass	19-0 Below Pass
<b>The procurement process for this project</b>  (30%)	Your work demonstrates excellent understanding in this area. Your examples and sources are well chosen and well used	You demonstrate a solid understanding of this area and you are making use of appropriate literature and examples to further demonstrate this	Your work demonstrates a good understanding of this area	Your work demonstrates an adequate understanding of this subject area	Your work demonstrates an awareness here but not a full understanding	Your work does not demonstrate competence in this area at all
<b>Supplier re-imburement and contractual relationships</b>  (25%)	Your work demonstrates excellent understanding in this area. Your examples and sources are well chosen and well used	You demonstrate a solid understanding of this area and you are making use of appropriate literature and examples to further demonstrate this	Your work demonstrates a good understanding of this area	Your work demonstrates an adequate understanding of this subject area	Your work demonstrates an awareness here but not a full understanding	Your work does not demonstrate competence in this area at all
<b>Supplier selection</b>  (25%)	Your work demonstrates excellent understanding in this area. Your conclusions and recommendations are insightfully chosen and justified most convincingly	Your work demonstrates very good understanding in this area. Your conclusions and recommendations are well chosen and well justified	Your work demonstrates good understanding in this area. Your conclusions and recommendations are well chosen and justified	Your work demonstrates adequate understanding in this area. You have drawn adequate conclusions and made some recommendations although justification was limited	Your conclusions and recommendations are inadequate and lack appropriate justification.	Your work does not demonstrate competence in this area at all

<p align="center"><b>Summary of procurement benefits and Conclusion</b></p> <p align="center"><b>(10%)</b></p>	<p>Your work demonstrates excellent understanding in this area. Your conclusions are insightfully drawn and justified most convincingly</p>	<p>Your work demonstrates very good understanding in this area. Your conclusions are well chosen and well justified</p>	<p>Your work demonstrates good understanding in this area. Your conclusions are well chosen and justified</p>	<p>Your work demonstrates adequate understanding in this area. You have drawn adequate conclusions although justification was limited</p>	<p>Your conclusions are inadequate and lack appropriate justification.</p>	<p>Your work does not demonstrate competence in this area at all</p>
<p align="center"><b>Report structure, presentation and use of references</b></p> <p align="center"><b>(10%)</b></p>	<p>Your report communicates the topic area appropriately, highly competently, with credibility and would presentationally be suitable for immediate publication to the intended recipients.</p>	<p>Your report makes good use of supporting, referenced sources and with some additional work would be ready for publication to the intended recipients.</p>	<p>Your report contains the required sections and is coherent, consistent and referenced but will not be in a suitable state to deliver to the intended recipients.</p>	<p>Your report contains the required sections but lacks coherence and consistency and is not suitable for the intended recipients.</p>	<p>Your report is poorly constructed and difficult to engage with. The report would not be suitable for the intended recipients.</p>	<p>Your report is incomplete and is not suitable for the intended recipients.</p>

**SUBMISSION DATE AS PER STUDENT PORTAL**

*(Please tick as appropriate below - must be completed)*

**To be submitted via the appropriate Blackboard site on or before 23:59 on 12th August 2022.**

To be submitted through the Virtual Learning Environment (e.g. Blackboard) as detailed above, in accordance with instructions given by the course team.