



EXTERNAL INTEGRATED SUMMATIVE

EXEMPLAR P2

STUDENT NAME & SURNAME	
ID NUMBER	
EISA REGISTRATION NUMBER	
ASSESSMENT CENTRE	
ASSESSMENT CENTRE ACCREDITATION NUMBER	
QUALIFICATION	OCCUPATIONAL CERTIFICATE: PROJECT MANAGER
SAQA ID	101869
CREDITS	240
PAPER	2
DATE OF EISA	DD/MM/YYYY
DURATION	2 HOURS
TOTAL MARKS	90

GENERAL EISA RULES

1. Students are **only** allowed to use the supplied EISA booklets.
2. Students are **only** allowed to use a black pen for their answers.
3. Students to ensure that their name, surname and EISA registration number appears on the front of your EISA booklet.
4. This is an open book examination.
5. All EISA booklets must be handed back to the invigilator intact. No pages may be torn off from the EISA booklet. The removal of EISA booklets from the examination room is prohibited.
6. Students may make use of a calculator in this EISA.
7. Unless this is an online examination where access to a computer will be made available to you; the use of any communication devices, including smart watches, cell phones, tablets, i- Pads, head phones and laptops are prohibited.
8. All cell phones are to be switched off for the duration of the EISA.
9. The invigilator will not assist you with the explanation of questions related to the EISA.
10. Students are prohibited from conversing in any manner with other students.
11. Students may not leave the examination venue within one hour of the start of the examination and in the last 10 minutes of the allotted examination period.
12. Students who are found to be disruptive and unruly in the assessment centre will be requested to leave the assessment centre by the invigilator.

I HEREBY CONFIRM THAT I HAVE READ THE ABOVE EISA RULES AND DECLARE THAT I UNDERSTAND AND ACCEPT THE RULES.

SIGNATURE OF STUDENT

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CANDIDATE INSTRUCTIONS

- Candidates must complete all questions in this EISA.
- Candidates must ensure that they use only a black pen when completing this EISA.
- Should you require additional space to complete your answer, please request additional paper from your invigilator. Ensure that you indicate your name, surname and EISA registration number at the top of the additional paper. Also ensure that the question number is clearly marked on your additional paper.
- There are two handouts in this paper: **Handout A – Lessons Learned Document and Handout B- Project Acceptance Document (these must be handed in with your answer sheet).**



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Question 1

Execute and control the delivery of a project management plan

1.1 Study the following documented Project Eventualities/Risks and their possible impact on the achievement of a project that you are working on. Then answer the questions that follow.

Possible Project Eventuality/Risk	Possible impact on Project execution
Cost/Budget risk, e.g., cost exceeds budget	Not being able to complete the project
Schedule risks, e.g., hiring a new foreman could take time	Project delay
Performance risks, e.g., sub-contractor does not deliver according to plan	Inaccurate execution of deliverables
Operational risks, e.g., insufficient funds to pay for something	Outcomes different to the project plan
Market risks, e.g., foreign exchange fluctuations	Can affect the budget

1.1.1 Identify and then give a description of the impact of these eventualities on the effective execution of a project.

(10)

Eventuality	Impact
Cost/Budget risk, e.g., cost exceeds budget	
Schedule risks, e.g., hiring a new foreman could take time	
Performance risks, e.g., sub-contractor does not deliver according to plan	

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Operational risks, e.g., insufficient funds to pay for something	
Market risks, e.g., foreign exchange fluctuations	

1.2 Refer to the table in Question 1.1 regarding project eventualities and their possible impact.

1.2.1 Define project scope, project schedule and project cost.

(3)

1.2.2 Under which of these categories do the eventualities you identified in Question 1.1.1 fall?

(7)

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1.3 Refer to the table in Question 1.1, regarding project eventualities and their possible impact.

1.3.1 Define, briefly, the concept of 'Change Management Process'.

(2)

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1.3.2 Identify a project in which a change has to be made. Give your project a name/title.

(1)

1.3.3 Now complete a project change request document. Draw-up a basic project change request document (use a table), and include the main elements that comprise this document, namely, change description, change impact, and sign-offs. Populate the table with relevant details. The level of detail you provide must be in line with the marks allocated.

(7)

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1.4

1.4.1 Describe a project status report.

(2)

1.4.2 Refer to the table in Question 1.1. Then recall a particular project you dealt with or came across during the course of your study. Draw-up a project status report. Use a table and populate it with relevant details. The level of detail you provide must be in line with the marks allocated.

(8)

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1.5 Refer to the table in Question 1.1 regarding project eventualities and their possible impact.

1.5.1 Evaluate the implications of each eventuality and then describe the required corrective measures. Please motivate each one. Use the table below to present your responses. **(20)**

Eventuality	Implication	Corrective Measure
1. Cost/ budget risk, e.g., cost exceeds budget		
2. Schedule risks, e.g., hiring a new foreman could take time		

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3. Performance risks, e.g., sub-contractor does not deliver according to plan		
4. Operational risks, e.g., insufficient funds to pay for something		

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5. Market risks, e.g., foreign exchange fluctuations		
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Question 2

Manage the project close out process

2.1 Study the table below, which shows the results of a project management audit, and answer the questions that follow.

Project Name	Project Ensuite Bathroom
Project Team	Project Manager: Sandy Shaw Project Co-Ordinator: Thabisile Dlamini Project Administrator: Chantal van Schalkwyk Tiler & Painter: Thabo Mbaso
Project Resources	Building tools: Safety goggles, safety gloves, hammers, tile cutters, level, square, tiles, grout, and fixtures. Paint accessories: Paint, paint brushes, paint trays.
Project Background	The project manager for Best Bathrooms was tasked to build an ensuite bathroom onto the main room for a customer who was going to use their bonus to pay for the renovation. The customer had a budget of R100 000.00. Best Bathrooms said that they could build the ensuite within the budget.
Findings	Because of a significant increase in imported building materials cost due to the Covid Pandemic Best Bathrooms overspent by R5000.00.
Recommendations	It is recommended that if Best Bathrooms do a similar project in the future they try and source materials from local suppliers.



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2.1.1. Complete the lessons learnt document (Handout A) with enough information for the marks allocated. **Hint:** Fill-in at least 10 bits of relevant information. **(10)**

See Handout A

2.1.2 Complete the handover/acceptance document (Handout B) with enough information for the marks allocated. **Hint:** Fill-in at least 10 bits of relevant information. **(10)**

See Handout B

2.1.3 Refer to the table in Question 2.1.
a. Explain what is meant by a demobilisation plan. **(2)**

b. Prepare a Project Demobilisation Plan (use a table) to show the demobilisation of team members and/or resources. Populate the table with relevant details. The level of detail you provide must be in line with the marks allocated. **(8)**

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