

# **FMT319 Township Management**

**Level:** 3

**Credit Units:** 5 Credit Units

**Language:** ENGLISH

**Presentation Pattern:** EVERY JAN

## **Synopsis:**

FMT319 Township Management will provide the students an overview on the key business functions of Township Management in Singapore. These include: 1) administrative, secretariat and compliance services, 2) accounting services and financial management, 3) resident relationship management, 4) public relations and community engagement, 5) routine maintenance management, 6) cyclical maintenance management, 7) town improvement project management, 8) contracts and project management, 9) business continuity management and 10) human resource management.

## **Topics:**

- Principles of Township Management
- Maintenance Management for Township
- Life Cycle Management in Township Management
- Adoption of Information and Communication Technology
- Outsourcing
- Applying Technologies for managing Township
- Planning and Operations Management
- Community Engagement
- SMART Township
- Contracts and Project Management for Township Management
- Town Improvement Projects Management
- Business Continuity Management

## **Textbooks:**

Teo Ho Pin and Tony Khoo: Township Management in Singapore – Sharing Professional Practise 2018  
[Singapore] :[EM Services Pte Ltd  
ISBN-13: 9789811168369

**Learning Outcome:**

- At the end of the course, students should be able to:
- A. Knowledge and Understanding (Theory Component)
  - 1. Examine the key business functions of township management
  - 2. Discuss the adoption of life cycle thinking in township management
  - 3. Describe the types of technologies used in township management and how they can enhance productivity or add value to key business functions
- B. Key Skills (Practical Component)
  - 1. Appraise the value of adopting a proper maintenance management system for township management
  - 2. Propose the types of contracts and project management methodologies used in township management
  - 3. Formulate the planning and operational strategies adopted in township management

**Assessment Strategies (Evening Class):**

<b>Components</b>	<b>Description</b>	<b>Weightage Allocation (%)</b>
Overall Continuous Assessment	PRE-CLASS QUIZ 1	2
	PRE-CLASS QUIZ 2	2
	PRE-CLASS QUIZ 3	2
	TUTOR-MARKED ASSIGNMENT 1	10
	TUTOR-MARKED ASSIGNMENT 2	14
Overall Examinable Components	ECA	70
<b>Total</b>		<b>100</b>