

TNT515e Localisation Project Management

Level: 5

Credit Units: 5 Credit Units

Language: ENGLISH

Presentation Pattern: EVERY JULY

E-Learning: BLENDED - Learning is done MAINLY online using interactive study materials in Canvas. Students receive guidance and support from online instructors via discussion forums and emails. This is supplemented with SOME face-to-face sessions. If the course has an exam component, this will be administered on-campus.

Synopsis:

TNT515 Localisation Project Management introduces important concepts and best practices for localisation project management. The course will discuss project management processes pertaining to localisation projects. Stakeholders' role in the process will be defined. Localisation project management standards recognised in major markets will be discussed. Students will be introduced to various project management platforms and how they integrate other translation technologies such as MT and CAT tools. Terminology management is an essential part of the project management and thus an important topic in this course. Through the use of communication tools, students will learn to manage a virtual team comprising members from different countries. At the end of the course, students will be able to put together a high-quality project plan to manage a real-life large-volume multilingual project.

Topics:

- Overview of localisation project management
- Fundamentals of fostering localisation success
- Introduction of Project Management Framework
- Initiating A Localisation Project
- Project Planning - Developing Localisation Project Management Plan (PMP)
- Monitoring and Controlling Localisation Project Work
- Evaluating and Implementing Project Management Software
- Overview of Leading Project Management Tools/ Software
- Managing Project Resource and Performance
- Evaluating project communication tools and its application in localisation projects

Textbooks:

Keiran J. Dunne and Elena S. Dunne: Translation and Localization Project Management John Benjamins Publishing Company
ISBN-13: 9789027231925

Learning Outcome:

- Assemble localisation project management components
- Draft project management plan
- Appraise the roles of stakeholders in the project
- Evaluate the effectiveness of the project management systems
- Appraise communication tools
- Prioritise resources in localisation project management
- Organise team members to handle large-volume projects

Assessment Strategies (Evening Class):

Components	Description	Weightage Allocation (%)
Overall Continuous Assessment	GROUP BASED ASSIGNMENT 1	50
Overall Examinable Components	ECA	50
Total		100