



IT 450 Project Management I Syllabus

12/5/2008

COURSE DESCRIPTION: The course is designed to provide students with an overview of the project management process followed by an in-depth examination of the activities needed to successfully initiate, plan, schedule, and control the time and cost factors of the project.

TEXTBOOK: Project Management: Achieving Competitive Advantage, by Jeffrey K. Pinto, Pearson/Prentice Hall, 2007 - \$173.50.

MINIMUM STUDENT COMPETENCIES:

1. Explain or define terminology associated with project planning and scheduling including: project, project management, project life cycle, typical phases of project planning and execution, work breakdown structure, and scheduling terms.
2. Develop and defend the appropriate plans and documentation needed to initiate a project including project charter, scope, team organization, work authorization system, and change control system.
3. Working from case studies, analyze project requirements and develop a work breakdown structure for the project.
4. Prepare both manual and computerized schedules and resource allocation information for a project.
5. Analyze project time requirements and adjust the schedule to account for scope changes, resource constraints, and project problems.
6. Analyze cost requirements and develop a project budget.
7. Demonstrate awareness of contemporary project management literature.

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ACADEMIC CONDUCT: Cheating on examinations, submitting work of other students as your own, or plagiarism in any form will result in penalties ranging from an **F** on the assignment to expulsion from the university, depending on the seriousness of the offense.

The instructor reserves the right to alter the content of this syllabus at anytime with due notification to the students.



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MAJOR TOPICS:

- Introduction
- The Organizational Context
- Project Selection and Portfolio Management
- Leadership and Project Manager
- Scope Management
- Project Team Building, Conflict, and Negotiation
- Risk Management
- Cost Estimation and Budgeting
- Project Scheduling
- Resource Management
- Project Evaluation and Control
- Project Closeout and Termination

EQUIPMENT: A hand-held scientific calculator is required.

EVALUATION:

Exam 1	100 points
Exam 2	100 points
Homework	50 points
Project	100 points
Class project participation	<u>50 points</u>
Total Points =	450 points

GRADING STANDARDS:

A:	90-100%
B:	80-89%
C:	70-79%
D:	60-69%
F:	<60%

GRADING POLICY: Missed exams have a 10% penalty unless an appropriate, prior excuse is given to the instructor. The missed exam must be completed on the make-up date set by the instructor.

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IT 450 Project Management I Syllabus

HOMEWORK ASSIGNMENTS:

1. Students are to complete all homework assignments.
2. Homework should be completed on individual sheets.
3. **Selected homework**, at random, **will be turned** in for a grade during the **weekend that the homework is due**.

PROJECT:

1. Each project team will be composed of at least 3 members.
2. Each project team will select a project to develop for the course.
3. Several of the chapters in the text have an Integrated Project Exercise at the end of the chapter. Reviewing the Integrated Project Exercise should assist the team in completing the project.
4. You may choose any project that you wish to develop.
5. Each project must consist of the following elements:
 - a. Assume this to be a “real world” project.
 - b. Determine the stakeholders that would be involved.
 - c. Develop a risk assessment of your project.
 - d. Develop a budget for your project.
 - e. Develop a critical path analysis.
 - f. Present your critical path analysis in Gantt chart form.
 - g. Defend your decisions and choices in a written report containing all of your back up information.
6. Some class time will be utilized to coordinate projects with team members.

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COURSE SCHEDULE

I. WEEKEND #1

- a) Reading assignment: Chapters 1 through 6
- b) **Homework Assignment:**
 - i) Chapter 1 Case Study 1.1 Questions 1 & 2
 - ii) Chapter 2 Case Study 2.3 Questions 1 & 2
 - iii) Chapter 3 Page 110 Problem 8
 - iv) Chapter 4 Case Study 4.1 Questions 1, 2, & 3
 - v) Chapter 5 Case Study 5.1 Questions 1 & 2
 - vi) Chapter 6 Case Study 6.1 Questions 1, 2, & 3
- c) Organize Project Teams
- d) Students select Projects

II. WEEKEND #2

- a) **EXAM #1: Chapters 1 through 6, scheduled for Saturday morning.**
- b) Reading assignment: Chapters 7 through 10
- c) **Homework Assignment:**
 - i) Chapter 7 Page 239 Problem 2
 - ii) Chapter 8 Page 272 Problem 2
 - iii) Chapter 9 Page 310 Problem 7
 - iv) Chapter 10 Page 341 Problem 3

III. WEEKEND #3

- a) Reading assignment: Chapters 11 through 14
- b) **Homework Assignment:**
 - i) Chapter 11 Case Study 11.2 Questions 1, 2, & 3
 - ii) Chapter 12 Case Study 12.1 Questions 1, 2, & 3
 - iii) Chapter 13 Page 438 Problem 4
 - iv) Chapter 14 Internet Exercise 1
- c) **Projects are due Sunday afternoon.**
- d) **EXAM #2: Chapters 7 through 14, scheduled for Sunday afternoon.**