

COURSE SYLLABUS

COURSE TITLE:	Project Management	COURSE CODE:	MGMT310
PREREQUISITES:	MGMT310	SEMESTER:	FALL 2020
INSTRUCTOR:	Nuno Santos	CREDITS:	3
EMAIL:	professornunosantos@gmail.com	SCHEDULE:	Wednesday 8h30-11h30

COURSE DESCRIPTION:

Project Management examines the organization, planning, and control of projects and provides practical knowledge on managing project scope, schedule and resources. Topics include project life cycle, work breakdown structure and Gantt charts, network diagrams, scheduling techniques, and resource allocation decisions. Concepts are applied through team projects and tutorials using project management software.

COURSE OBJECTIVES:

After this course, you should be able to:

- Understand the context of project management
- Perform a project initiation
- Understand how to perform a project planning
- Understand how to perform a scope planning
- Understand how to perform a schedule planning
- Understand how to perform a resource planning
- Understand the basic tools used for estimating
- Understand the different types of project risk
- Understand the concept of project execution
- Understand how to perform a project control
- Understand how to perform a project closeout

EXPECTED LEARNING OUTCOMES:

Upon completion of this course students should be able to use and understand the following tools:

Chapter 1 - Project Management Context:

- Triple Constraint
- Circles of Project Management
- Project Leader
- Stakeholders
- Project Lifecycle

Chapter 2 - Project Initiation:

- Stakeholder Identification
- Stakeholder Project Goals
- Project Boundaries
- Project Charter

Chapter 3 - Project Planning:

- Primary Constraint
- Phases
- Progressive Elaboration
- Baseline Plan

Chapter 4 - Scope Planning:

- Requirement Planning
- Scope Planning
- WBS Dictionary
- WBS Structure

Chapter 5 - Schedule Planning:

- Gantt Chart
- Network Diagram
- Critical Path
- Float, Slack, Buffer
- Critical Path Calculations

Chapter 6 - Resource Planning:

- Project Budget
- Resource List
- Earned Value Planning

Chapter 7 - Estimating:

- Estimating uncertainty
- Estimating Techniques
- Effort – Duration – Money
- Time-Box Estimating

Chapter 8 - Project Risk:

- Positive Negative Risk
- Risk Register
- Risk Identification
- Risk Matrix

Chapter 9 - Project Execution:

- Team Building
- Team Meetings
- Task Accountability
- Setting Earned Value

Chapter 10 - Project Control:

- Dashboards
- Management Reviews
- Issue Resolution
- Project Change

Chapter 11 - Project Closeout:

- Stakeholder Acceptance
- Transition to Business
- Lessons Learned
- Final Report

MANDATORY TEXTBOOK:

Passenheim, O. (2009). Project management. bookboon.com.

ISBN 978-87-7681-487-8

Available at bookboon.com

EVALUATIONS:

The final grade will be determined as follows:

- 20% Homework
- 20% In Class Exercises
- 30% Group Project Report – due on session 11
- 30% Final Exam

Presence in class is mandatory. More than 2 absences will lead to a failing grade.

GRADING CRITERIA:

Grades will be based on the standard ABS Grading Rubrics available on beecome.

COURSE SCHEDULE:

Dates	Reading/Homework	Session Content
Session 1 16 Sept	Project 1 Class work 1 Homework 1	Chapter 1 - Project Management Context
Session 2 23 Sept	Project 2 Class work 2 Homework 2	Chapter 2 - Project Initiation
Session 3 30 Sept	Project 3 Class work 3 Homework 3	Chapter 3 - Project Planning
Session 4 7 Oct	Project 4 Class work 4 Homework 4	Chapter 4 - Scope Planning
Session 5 14 Oct	Project 5 Class work 5 Homework 5	Chapter 5 - Schedule Planning

Session 6 21 Oct	Project 6 Class work 6 Homework 6	Chapter 6 - Resource Planning
Session 7 28 Oct	Project 7 Class work 7 Homework 7	Chapter 7 - Estimating
Session 8 4 Nov	Project 8 Class work 8 Homework 8	Chapter 8 - Project Risk
11 Nov	No Class	
Session 9 18 Nov	Project 9 Class work 9 Homework 9	Chapter 9 - Project Execution
25 Nov	No Class	
Session 10 2 Dec	Project 10 Class work10 Homework10	Chapter 10 - Project Control
Session 11 9 Dec	Project11 Class work11 Homework11	Chapter 11 - Project Closeout Final Exam Templates
Session 12 16 Dec	Final Exam	Final Exam

The schedule of Final Exams will be confirmed and published by 31 October 2020. The last day of the semester is 18 December 2020. DO NOT PLAN ANY TRAVEL BEFORE THIS DATE AS THERE ARE NO MAKE-UP EXAMS.