

**PROJECT MANAGEMENT AND APPLIED TECHNOLOGY
PERFORMANCE IMPROVEMENT
LTEC 4060**

Instructor: Dr. Peggy Rouh

Phone: 817-691-1489

Office Hours: Arranged

WARNING! Do not take this course if you are not willing to work hard, complete weekly assignments on time, and check on the class via the internet on a daily basis. A high level of regular on-line group participation is required.

Course Description

This course provides a socio-technical perspective to the management of projects. The content deals with planning, scheduling, organizing, and implementing projects - e.g., product development, construction, information systems, new business, and special events. Primary class emphasis is on the project management process and tools. Today, more and more companies are realizing that managing projects is a vital part of everyone's job. Mastery of key tools and concepts could give you a significant competitive advantage in the marketplace.

Course Objectives

- To master key concepts, techniques, and decision tools used by project managers.
- To identify critical behavior for successfully managing projects.
- To understand how to develop and use a computer-based information system for managing projects.

Resource Materials

READINGS: The main text for this class: **Project Management: The Managerial Process** by Cliff Gray and Erik Larson (Irwin/McGraw-Hill, 2014, Sixth Edition).

Pre-requisites

Although there are no formal pre-requisites, this course is designed for students who have taken courses in organizational behavior, finance, and operations management. Students without these courses are likely to have to devote more time to topics briefly reviewed and may have to supplement their learning on their own.

Students will need access to video streaming for this course.

Learning Outcomes

By the end of LTEC 4060 students will demonstrate ability to:

- construct a project scope statement and assess the priorities of a project
- create a work breakdown structure and responsibility matrix
- develop a network schedule for a project
- create a project network
- identify the critical path of project schedule
- resolve the impact resource constraints has on a project plan
- develop strategies for expediting project completion
- initiate action to manage project stakeholders
- interpret project performance indices
- manage the project close-out phase

Grading

Your grade for the course will be determined by satisfactory achievement of the following requirements:

Assignments

Quizzes

On-line Participation

A	90-100%
B	80-89%
C	70-79%
D	60-69%
F	59% or below

Assignments:

The course assignment guidelines, located in the “Start Here with Course Orientation” folder on Blackboard, list several individual assignments which are due by 11:00 P.M. each Saturday for each module. Some assignments are based on information found in the required text, and some focuses on helping students learn how to and interpret MS Project.

NOTE: PLEASE READ THE LATE POLICY BELOW

*****Assignments are due by 11:00 P.M. on Saturday. Blackboard has a standard maintenance window and may be down every Saturday starting at 11 p.m. Assignments received on Sunday will be penalized 50%. Assignments received after Sunday will receive Zero (0) points.**

On-line Participation:

During the second week, students will be assigned to a group discussion forum. By clicking on the Group Discussion link, students will be able to access the discussion forum for their group. Here students are expected to make meaningful contributions on a regular basis to a variety of assigned topics. To facilitate this process each individual will be asked to serve as discussion leader on one or more topics. Discussion leaders are expected to submit the first response to a topic/question and respond to subsequent entries by other forum members. Each forum member is expected to post at least one response to a topic.

Shortly after the beginning of the course, group information will be available to you. It is important that you print this information. It will contain the members of your group, as well as a list of the group discussion assignments and which member of your group will be responsible for making the first entry for that particular discussion.

You will be graded on the quality of your responses and your overall involvement in the discussion. For example, replying that you agree with someone’s response alone is not an acceptable response. The quality of your on-line participation will be evaluated by the instructor.

You need to post your original posting with enough lead time for others to discuss. You cannot wait until Friday night (with the assignment due on Saturday) to do your original posting. If you wait until Friday, you will not receive all points available.

Quizzes:

A quiz is scheduled for each Module. Quizzes will consist of multiple-choice questions. Students will have 1 hour to complete each quiz once they begin, and all quizzes must be completed in one sitting. All the course quizzes are open at the beginning of the semester, but the quizzes will close by 11:00 PM on the Saturday they are due in each Module. All quizzes are closed book quizzes. You have two attempts to take the quiz. The computer will record your highest score.

The quiz schedule can be viewed on the class schedule.

Questions on the quiz will be based on information given in the text, assigned problems, and information given to you in videos. In order to be successful on the quizzes, you must read the text! You can check your understanding of the material by completing the self-quizzes for each chapter located at www.mhhe.com/larsongray6e and by going over the review questions at the end of each chapter.

Modules

Coursework is broken down into modules, as shown in the class assignment schedule. After clicking on the Course Content folder on the Course Homepage, click on the Module you want to work on. Each module will begin with the objectives of that module and the activities that need to be accomplished in order to complete the module.

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Module / Due Date	Topic(s)	Ch.	Group Discussion (20%)	Assignments (60%)	Exams (20%)
Getting Started Aug 30	Complete the “Start Here With the Course Orientation” and the “Required Tasks to Gain Access to the Course Content” learning modules found on the home page.				
1 Sept 6	Introduction: Project Management	1	-Introduction (5) -Exercise 1 (5) -Exercise 2 (5)	-Memo (10)	Quiz 1 (10)
2 Sept 13	Project Selection Organization: Structure & Culture	2 3	-Group Introductions (5) -Film Prioritization Case -Instructor’s Question: Successful Project Completion (5)	-Film Prioritization case (30)	Quiz 2 (10)
3 Sept 20	Defining a Project Estimating	4 5	-Film Prioritization Audit (10) -Instructor’s Question: Developing Optimal Estimates (10)	-Manchester United Case (30)	Quiz 3 (10)
4 Sept 27	Project Plan	6	-Creating a Project Plan (10)	-Creating a project plan (20) -Exercise 6-12 (10)	Quiz 4 (10)

5 Oct 4	Risk Mgt Assigning Resources	7 8	-PGE Mitigate Risks -XSU Spring Concert Case (5)	-Risk Management Plan for XSU (20)	Quiz 5 (10)
6 Oct 11	Reducing Project Duration	9	-Review Questions 2 & 3 (5)	-Exercise 9-4 (20)	Quiz 6 (10)
7 Oct 18	Leadership Managing Teams	10 11	-Instructor's Question: PM Metaphor (5) -Ajax Project Case (5)	-Western Oceanography Case (20) -POM+ Project-Part 1 (30)	Quiz 7 (10)
8 Nov 11	Outsourcing Monitoring Progress	12 13	-Instructor's Question: Team Building (5)	-POM+ Project-Part 2 and 3 (30) -Status Report, Exercise 13.3 (30)	Quiz 8 (10)
9 Nov 15	Project Closure Agile PM	14 17	-Review Question 5 (5) Introducing Scrum to P2P A&B (10)	-POM+ Project-Part 4 (30)	Quiz 9 (10)
10 Nov 29	Careers	18	-Review Question 1 (5)	-Lessons Learned (20)	Quiz 10 (10)
	Points		100	300	100
				Total Points	500