

Course Syllabus

Course Syllabus

EMEN 4030

PROJECT MANAGEMENT SYSTEMS

Syllabus

**Note: Classes meet from 5:30-8:00 pm, Tuesday
unless otherwise notified.**

Text: *Project Management, A Managerial Approach, 6th Ed.*, Meredith and Mantel

Text: *A Guide to the Project Management Body of Knowledge, PMBOK Guide, 3rd Edition*, Project Management Institute

Students should read assignments prior to class, submit homework to Drop Box and be prepared to discuss it in class. Points will be given for work in Drop Box, with scoring feedback weekly.

Quizzes will be given weekly and cover discussed material. Final authority for answers will come from the PMBOK Guide. This will begin to prepare you for the CAPM Certification test.

Week 1 Introduction

Introduction to the Class and Project Management in Contemporary Organizations

Week 2 Project Management & Strategic Planning

Project Selection Criteria, Models, Understanding Risks, Alignment

Week 3 The Project Manager

The role of the project manager; characteristics and attributes of successful project managers; challenges of managing projects in a multicultural, global environment.

Week 4 Project Organization and the Project Teams

Understanding the various types of organizations and how project teams fit into the organization? Discovering structure, nature of the team environment, success factors and problems with project teams. Developing definition of team member roles and the organization of project teams.

Week 5 Project Planning

Initial Project Coordination through Integration Management.

Week 6 Conflict and Negotiation

The project planning systems, work breakdown structure analysis, negotiation and conflict resolution to facilitate planning.

Week 7 Budgets and Cost Estimation

Various methodologies for cost estimation; the process and guidelines for developing a schedule; the construction of Gantt Charts, CPM and PERT methods.

Week 8 Scheduling

The process and guidelines for developing a resource plan, resource loading and leveling and crashing a project.

Week 9 Risk Management

Discussion of how risks are identified and determined in a plan, the process for optimizing a plan, the risk management process and methodologies.

Week 10 Resource Allocation

Discussing the process of allocation scarce and non-existent resources.

Week 11 Project Monitoring

The guidelines and methods for proper data collection and the use of data to control a project. Earned-value analysis and other methods of monitoring the components of a PMIS system.

Week 12 Project Control

The types and characteristics of project control systems, variance analysis, and corrective actions.

Week 13 Project Reporting and Termination

The project reporting methods, project termination rationale, lessons learned. Preparing the final project report.

Week 14 No class; Thanksgiving Week

Time to prepare final projects and presentations.

Week 15 Project Integration

Bringing the Project together. Team Project Hard Copies are due before class.

Shared Grade i5C Each Student Identifies their work in Project.

Week 16 Project Presentations

Everyone, on every team presents their portion of their Project. 4 minutes each. Remote students report remotely, like all good project managers do.

Textbook(s)Required:

Text: *Project Management, A Managerial Approach, 6th Ed.*, Meredith and Mantel

Test: A Guide to the Project Management Body of Knowledge, PMBOK Guide, 3rd Edition, Project Management Institute

Course Objectives

EMEN 4030

PROJECT MANAGEMENT SYSTEMS

Three Primary Course Objectives

- * Address the basic nature of managing projects and the advantages and disadvantages to this approach
- * Introduce the characteristics, techniques, and problems associated with initiating, planning, executing, controlling and closeout of projects
- * Develop a management perspective about projects to help develop future project managers

Grading Criteria

Total points for the course are 100, distributed as shown in the criteria.

24 points	Homework Assignment (2 points each)
24 points	Quizzes online
26 points	Hard Copy Team Presentation (Shared Team Grade)
26 points	Final Presentation

Grading Scale

Grades are based on the % of the total points earned. (I will not round up for fractions) Grades will be updated on e-college website.

A	94-100
A-	90-93
B+	86-89

B 80-85

B- 78-79

C 70-77

Course Policies and Procedures

Communication and Contact

Instructor

Bob Kois PMP

Office Engineering Center, ECOT531

Office Phone (303) 902-7347

Office Address Lockheed Martin Engineering Management
Program

University of Colorado

433 UCB

Boulder, CO 80309-0435

E-Mail bob.kois@colorado.edu

Note: Please do not fax anything to the CATECS office

Office Hours by appointment

Telephone: 303 902-7347

Call the office number. You can leave a message. Calls will be returned usually within the same day. You can also call for an appointment.

E-mail: Anytime. Messages will be answered usually within one day.

Course Work Submission

Assignments must be submitted to the Dropbox.

All assignments must be in a standard MS application.

All Quizzes must be done the week following the lecture.

Homework is due before the class, so that it can be used in our discussion.

10% will be taken for each week work is late.

Notify me in advance if pressing issues arise.

CAETE

Questions about tapes and mailings **must** be directed to the CAETE office. All distribution of course materials is handled directly by that office.

Textbook(s)

Text: A Guide to the Project Management Body of Knowledge, PMBOK Guide, 3rd Edition, Project Management Institute

Required: Project Management, A Managerial Approach -- Meredith and Mantel Wiley, 6th Edition

