

Course	ITM 5200 – Project Management of Information Technology
Term	Fall 2008
Instructor	Kathy J. Reaves, M.Ed. www.kathyjreaves.com kjreaves@kathyjreaves.com Reavesprof@aol.com 843-617-6568 843-464-7132
Catalog Description	This course introduces students to the procedures, tools, and techniques used in planning and managing major IT projects. Issues covered include definition, planning, implementation, control and evaluation of the project. The course also focuses on developing the manager's ability to organize and lead project teams, and conflict resolution.
Prerequisites	ITM 5000 – Information Technology Management - Overview
Course Level Learning Outcomes	After completing this course, students will: <ul style="list-style-type: none"> • <i>know and explain the important technical and management terminology, concepts, principles, techniques, practices and theories related to information technology project management.</i> • <i>be able to effectively apply important technical and management concepts, principles, practices, techniques, practices and theories to organize, define, document, and manage large-scale information technology projects.</i> • <i>know and explain the critical management issues involved in organizing and leading project teams, and resolving conflicts.</i>
Materials	REQUIRED TEXT(S) A Guide to the Project Management Body of Knowledge ISBN: 1-930699-45-X Publisher: Project Management Institute (Supplemental Textbook) Publication Manual of the American Psychological Association ISBN 1-55798-791-2 Publisher: American Psychological Association SUPPLEMENTAL MATERIAL; <i>Selected documents and/or articles that are relevant to lecture, discussion, or research activities may be provided or assigned throughout the term. A selected booklist may</i>

	<i>also be provided for optional outside reference.</i>
Grading	<p><i>South Carolina regional scale</i> <i>A 96 - 100</i> <i>A- 90 - 95</i> <i>B+ 87 - 89</i> <i>B 84 - 86</i> <i>B- 80 - 83</i> <i>C 70 - 79</i> <i>F 69 or Below</i></p> <ul style="list-style-type: none"> • <i>Class participation will account for 15% of the final grade.</i> • <i>Group project (written report and oral presentation) will account for 10% of final grade.</i> • <i>Quizzes will count for 10% of the final grade.</i> • <i>Term (research) paper will account for 15% of the final grade.</i> • <i>Mid-term and final exams will account for 50% of the final grade.</i> <p>The GRADUATE catalog provides these guidelines and grading options:</p> <ul style="list-style-type: none"> • A/A- Superior graduate work • B+/B/B- Satisfactory graduate work • C Work that is barely adequate as graduate-level performance • CR Work that is performed as satisfactory graduate work (B- or better). A grade of "CR" is reserved for courses designated by a department, involving internships, a thesis, practicums, or specified courses. • F Work that is unsatisfactory • I Incomplete work • ZF An incomplete which was not completed within one year of the end of the course. ZF is treated the same as an F or NC for all cases involving G.P.A., academic warning, probation, and dismissal. • IP In progress • NR Not reported • W Withdrawn from the course
Activities	<ul style="list-style-type: none"> • <i>Short lectures</i> • <i>Quizzes</i> • <i>Facilitated discussion of assigned readings</i> • <i>Short, moderately complex cases and exercises</i> • <i>Term (research) paper and/or group project</i> • <i>Midterm and final exams</i>
Policy Statements: University Policies	<p>University policies are provided in the current course catalog and course schedules. They are also available on the university website. This class is governed by the university's published policies. The following policies are of particular interest:</p> <p>Academic Honesty The university is committed to high standards of academic honesty.</p>

	<p>Students will be held responsible for violations of these standards. Please refer to the university’s academic honesty policies for a definition of academic dishonesty and potential disciplinary actions associated with it.</p> <p>Drops and Withdrawals Please be aware that, should you choose to drop or withdraw from this course, the date on which you notify the university of your decision will determine the amount of tuition refund you receive. Please refer to the university policies on drops and withdrawals (published elsewhere) to find out what the deadlines are for dropping a course with a full refund and for withdrawing from a course with a partial refund.</p> <p>Special Services If you have registered as a student with a documented disability and are entitled to classroom or testing accommodations, please inform the instructor at the beginning of the course of the accommodations you will require in this class so that these can be provided.</p> <p>Disturbances Since every student is entitled to full participation in class without interruption, disruption of class by inconsiderate behavior is not acceptable. Students are expected to treat the instructor and other students with dignity and respect, especially in cases where a diversity of opinion arises. Students who engage in disruptive behavior are subject to disciplinary action, including removal from the course.</p> <p>Student Assignments Retained From time to time, student assignments or projects will be retained by The Department for the purpose of academic assessment. In every case, should the assignment or project be shared outside the academic Department, the student's name and all identifying information about that student will be redacted from the assignment or project.</p> <p>Contact Hours for this Course It is essential that all classes meet for the full instructional time as scheduled. A class cannot be shortened in length. If a class session is cancelled for any reason, it must be rescheduled.</p>
Course Policies	<p>Attendance at all class sessions is expected.</p> <p>Late assignments will be accepted if prior arrangements have been made with the instructor, but will be given reduced points based upon the number of class sessions it is late.</p>

Weekly Schedule	<p><i>Topical Outline</i></p> <p><i>Week 1 Role of the project manager; special problems associated with IT projects</i></p> <p><i>Week 2 Defining the IT project</i></p> <p><i>Week 3 Estimating project times and costs</i></p> <p><i>Week 4 Scheduling resources</i></p> <p><i>Week 5 Risk Management</i></p> <p><i>Week 6 Project execution: measurement, evaluation and control</i></p> <p><i>Week 7 Project management tools and techniques</i></p> <p><i>Week 8 Organizing and leading project teams; conflict resolution</i></p> <p><i>Week 9 Comprehensive Final Examination</i></p>
Additional Information	None

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