I. Basic Course Information

A. Course Number and Title: BUSI 230 Project Management

B. New or Modified Course: Move from Computer Science to Business & Public Service

C. Date of Proposal: Semester: Spring Year: 2014

D. Sponsoring Department: Business & Public Service

E. Semester Credit Hours: 3

F. Weekly Contact Hours: 4 Lecture: 2 Laboratory: 2

G. Prerequisites/Corequisites: None

H. Laboratory Fees: Yes

I. Name and Telephone Number or E-Mail Address of Department Chair: Pattiann Kletz pkletz@raritanval.edu

II. Catalog Description

The course will provide students with the knowledge and skills necessary to plan, organize and control a large project. It will introduce the student to basic project management concepts and reinforce those concepts through the use of computerized project management software.

III. Statement of Course Need

A. Project Management has developed in order to plan, co-ordinate and control the complex and diverse activities of organizational projects. Project management can involve the following activities: planning - deciding what is to be done; organizing - making arrangements; staffing - selecting the right people for the job; directing - giving instructions; monitoring - checking on progress; controlling - taking action to remedy hold ups; innovation - coming up with new solutions; representing - liaising with users.

This course will benefit anyone whose job requirements involve managing a series of tasks that require a successful conclusion within a specific time period and within a specific budget. Such projects can be in any discipline, ranging from traditional IT projects, to business projects, to projects in health sciences or other disciplines not previously considered to need such skills.
B. Course utilizes computerized project management software – college must pay for software license to install on college computers.

C. Where the course is transferable, it is generally as Elective Credit.

IV. Place of Course in College Curriculum

A. Free Elective
B. This course meets a program requirement for Accounting Information Systems
C. BUSI elective
D. To see course transferability; a) for New Jersey schools, go to the NJ Transfer website, www.njtransfer.org; b) for all other colleges and universities, go to the individual websites.

V. Outline of Course Content

The course outline provides an overview of the subject content to be covered in the course. It contains sufficient detail so that the scope and depth of the course may be easily inferred and that someone unfamiliar with the subject area will be able to understand what the course entails. The outline order may be either hierarchical or chronological and include activities as well as topical areas.

A. Introduction to Project Management
B. Overview of Systems Development Life Cycle
C. Overview of Project Management Software Tools
D. The Project Management Planning Cycle
E. Project Planning and Control
F. Organizational Structure
G. Project Management Roles
H. Developing a Project Plan
I. Developing the Project Budget
J. Scheduling Techniques
K. Managing the Project Plan
L. Risk Management
M. Quality Management
N. Project Completion

VI. General Education and Course Learning Outcomes

Outcomes (the term here is synonymous with instructional objectives and learning objectives) are specific statements about knowledge, competencies, attitudes and/or skills to be acquired by the student upon the completion of the course. The student learning outcomes (SLOs) should be measurable and include an appropriate range of levels from the appropriate domains (cognitive,
affective, and psychomotor) described in Benjamin Bloom's *Taxonomy of Educational Objectives.*

**A. General Education Learning Outcomes:**

At the completion of the course, students will:

1. Use technological tools to construct a schedule in support of a project management plan, and use it for problem solving and decision making in support of the successful completion of the project (GE - NJ 4)
2. Communicate with others in a clear, logical manner regarding scope, budget, time, and risk issues associated with the project (GE - NJ 1)
3. Apply quantitative reasoning to interpret data and solve problems that occur during the project life cycle. (GE - NJ 2)

**B. Course Learning Outcomes:**

At the completion of the course, students will be able to:

1. Describe factors that are critical to project success.
2. Define a project scope that reflects stakeholder perspectives and project requirements.
3. Prepare an effective Work Breakdown Structure.
4. Differentiate project life-cycle models based on project characteristics.
5. Develop estimates for project cost and schedule.
6. Differentiate the roles of project team members.

**VII. Modes of Teaching and Learning**

The methods for teaching and learning that may be used in the course:

A. lecture/discussion  
B. multimedia presentations  
C. computer-assisted instruction  
D. lab work using Microsoft Project or other Project Management Tool

**VIII. Papers, Examinations, and other Assessment Instruments**

Assessment instruments may include:

A. Homework  
B. Labs  
C. Projects  
D. Tests/quizzes  
E. Final Exam and/or Final Project
IX. Grade Determinants

In order to evaluate achievement of the goals and outcomes above, possible grade determinants include:

A. Homework
B. Labs
C. Projects
D. Tests/quizzes
E. Final Exam and/or Final Project

X. Texts and Materials

Suggested Textbook:

Project Management: A Systems Approach to Planning, Scheduling, and Controlling, latest edition, Harold Kerzner

The following statement should be included in the outline:
(Please Note: The course outline is intended only as a guide to course content and resources. Do not purchase textbooks based on this outline. The RVCC Bookstore is the sole resource for the most up-to-date information about textbooks.)

XI. Resources

A. Computer Lab
B. Microsoft Project [latest version] (or other Project Management Software)

XII. Honors Options [if relevant]

None