

INTERNATIONAL UNIVERSITY OF JAPAN
Academic Year 2009
The Course Syllabus for Project Management

Instructor:

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Teaching Assistant(s):

Office Hours: After class or by appointment

Term: 4/4/2009-6/13/2009

Credit: 2

Contact hours: 30

Schedule: 4/4, 4/11, 4/18, 4/25, 5/9, 5/16, 5/23, 5/30, 6/6, 6/13

Course Description and Learning Objectives:

Project management is a unique competency that delivers strategically relevant objectives. Industry knowledge and practices have been continually updated in the fourth edition of “A Guide to the Project Management Body of Knowledge”, known as the “PMBOK Guide”, published by the Project Management Institute (www.pmi.org). This course instructs the basic project management knowledge based on PMBOK, and the practical knowledge and the techniques such as creating WBS, PDM, CPM, and so on...

A student who graduates from the course is expected to have the following learning outcomes.

The student should be able:

- To understand the project management basics knowledge
- To apply project management tools and techniques to the real project
- To communicate with the stake holders with project management terminology
- To develop project plan

Career relevance

PMI administers the Project Management Professional (PMP) Certification Program. One of the eligibility requirements for this program is 35 contact hours of project management education. The course satisfies 30 contact hours. PMP certification exam can be applied with additional 5 hours education and 4500 hours project experience. PMP is qualified as the skilled project manager worldwide.

Course Context or Rationalization:

TBD

Delivery methods:

The course is delivered by lecturing, exercise, and group working. Students develop the project management plan and present it by the group.

Assessment:

- Final Exam: 30%
- Group Work Deliverable: 30%
- Group Presentation: 20%
- Class Participation: 20%

Prerequisite:

None

Tentative outline:**Required textbook(s) and other resources:**

Reserved at the library

- *A Guide to the Project Management Body of Knowledge, Fourth Edition*, Project Management Institute ISBN: 978-1-933890-51-7
- *The standard for Program Management, Second Edition* Project Management Institute ISBN: 978-1-933890-52-4
- *The standard for Portfolio management , Second Edition*, Project Management Institute ISBN: 978-1-933890-53-1
- *PMP Exam Prep*, Rita Mulcahy ISBN: 978-1-932735-00-0

Recommended textbook for students

- *A Guide to the Project Management Body of Knowledge, Fourth Edition*, Project Management Institute ISBN: 978-1-933890-51-7

Schedule (Subject to Change)

The course is divided into 10 Saturday sessions of 3 hours each.

Session 1a

- Course Overview: Course objectives, process and expectations, grading system
- Introduction
- Overview (PMBOK Chapter1)
- Project Lifecycle and organization (PMBOK Chapter2)

Session 1b

- Project Lifecycle and organization (PMBOK Chapter2)
- Project management process of unique project (PMBOK Chapter3)
- Team assignment and building

Session 2a

- Project scope management (PMBOK Chapter5)
- Create WBS (Exercise)

Session 2b

- Project time management (PMBK Chapter6)
- Create PDM & CPM (Exercise)

Session 3a

- Project cost management (PMBOK Chapter7)
- Earned Value Management (Exercise)

Session 3b

- Project quality management (PMBOK Chapter8)
- Project human resource management (PMBOK Chapter9)

Session 4a

- Create staffing plan (Exercise)
- People management (Discussion)

Session 4b

- Project communication management (PMBOK Chapter10)
- Create communication management plan (Exercise)

Session 5a

- Project risk management (PMBOK Chapter11)
- **Risk identification and create risk response plan (Exercise)**

Session 5b

- Project procurement management
- Project integration management

Schedule – Cont.

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Session 6a

- Final exam

Session 6b

- Final exam explanation
- Group work introduction

Session 7a

- MS project
- MS project exercise

Session 7b

- Group work

Session 8a

- Group presentation 1

Session 8b

- Group presentation 1
- Group presentation feedback

Session 9a

- Program management
- Portfolio management
- How to success the project

Session 9b

- Group work

Session 10a

- Final group presentation

Session 10b

- Final group presentation
- Wrap up