BMG 66.4 Course Outline as of Fall 2018

CATALOG INFORMATION

Dept and Nbr: BMG 66.4 Title: PROJECT MANAGEMENT
Full Title: Project Management
Last Reviewed: 2/13/2023

Units		Course Hours per Week		Nbr of Weeks	Course Hours Total	
Maximum	1.00	Lecture Scheduled	1.00	17.5	Lecture Scheduled	17.50
Minimum	1.00	Lab Scheduled	0	2	Lab Scheduled	0
		Contact DHR	0		Contact DHR	0
		Contact Total	1.00		Contact Total	17.50
		Non-contact DHR	0		Non-contact DHR	0

Total Out of Class Hours: 35.00 Total Student Learning Hours: 52.50

Title 5 Category:	AA Degree Applicable
Grading:	Grade or P/NP
Repeatability:	00 - Two Repeats if Grade was D, F, NC, or NP
Also Listed As:	
Formerly:	BMG 78.128

Catalog Description:
An introduction to project management and the tools a project manager needs to be effective. Topics include initiating, planning, scheduling, implementing, controlling, evaluating, and managing a project team.

Prerequisites/Corequisites:

Recommended Preparation:
Eligibility for ENGL 100 or ESL 100

Limits on Enrollment:

Schedule of Classes Information:
Description: An introduction to project management and the tools a project manager needs to be effective. Topics include initiating, planning, scheduling, implementing, controlling, evaluating, and managing a project team. (Grade or P/NP)
Prerequisites/Corequisites:
Recommended: Eligibility for ENGL 100 or ESL 100
Limits on Enrollment:

Transfer Credit: CSU;
Repeatability: Two Repeats if Grade was D, F, NC, or NP

ARTICULATION, MAJOR, and CERTIFICATION INFORMATION:

AS Degree:	**Area**	Effective:	Inactive:
CSU GE:	**Transfer Area**	Effective:	Inactive:
IGETC:	**Transfer Area**	Effective:	Inactive:

CSU Transfer:	Transferable	Effective:	Fall 2001	Inactive:
UC Transfer:		Effective:		Inactive:

CID:

Certificate/Major Applicable:
Certificate Applicable Course

COURSE CONTENT

Student Learning Outcomes:
At the conclusion of this course, the student should be able to:
1. Apply basic project management steps to the initiation of new projects
2. Evaluate and analyze project elements and schedule data tracking
3. Use project management tools to create and communicate project elements to project stakeholders
4. Manage the project team by applying leadership principles

Objectives:
Upon completion of this course, students will be able to:
1. Read, analyze, and evaluate the components of a successful project plan
2. Design and develop tools to successfully manage projects
3. Organize project data inputs and write plans using the Work Breakdown Structure (WBS) method
4. Create and compare different project scheduling techniques such as Gantt charts and critical path mapping
5. Summarize methods to manage the project team

Topics and Scope:

I. Overview following the Methodology of the Project Management Institute
II. Project initiation via stakeholder dialogue
   A. Scope of work
   B. Project deliverables
   C. Project resources
III. Project Planning
   A. Gathering project information
   B. Organizing information and process into a Work Breakdown Structure
   C. Identify critical path tasks
IV. Project Execution

A. Scheduling tasks and milestones
1. Gantt charts
2. Critical path mapping
B. Tracking tasks and project milestones

V. Apply Leadership Principles to Managing the Project Team

Assignment:

1. Individual written exercises: problem statement, identification of stakeholders, project options
2. Evaluate a case study of a project proposal
3. Project cost analysis
4. Project schedule: Execution plan
5. Graphing: Gantt chart to measure project performance
6. Exams (1 - 2)

Methods of Evaluation/Basis of Grade:

Writing: Assessment tools that demonstrate writing skills and/or require students to select, organize and explain ideas in writing.

Case study analysis	Writing 45 - 55%

Problem Solving: Assessment tools, other than exams, that demonstrate competence in computational or non-computational problem solving skills.

Project planning and execution, evaluate Gantt Chart	Problem solving 20 - 30%

Skill Demonstrations: All skill-based and physical demonstrations used for assessment purposes including skill performance exams.

Gantt chart creation	Skill Demonstrations 15 - 25%

Exams: All forms of formal testing, other than skill performance exams.

Exams (multiple choice, true/false, completion)	Exams 10 - 20%

Other: Includes any assessment tools that do not logically fit into the above categories.

Attendance and participation	Other Category 0 - 10%

Representative Textbooks and Materials:
Fundamentals of Project Management. 5th ed. Heagney, Joseph. AMACOM. 2016