



School of Business

2. UNIVERSITY MISSION STATEMENT

Wayland Baptist University exists to educate students in an academically challenging, learning-focused and distinctively Christian environment for professional success, lifelong learning, and service to God and humankind.

3. COURSE NUMBER & NAME:

MGMT 5340- PL01, Fundamentals of Project Management

4. TERM:

Summer 2018 (May 28 – Aug 11)

5. INSTRUCTOR:

Dr. Kenroy C. Wedderburn

6. CONTACT INFORMATION:

Office phone: 806-291-1024

WBU Email: wedderburnk@wbu.edu

Cell phone: optional

7. OFFICE HOURS, BUILDING & LOCATION:

EX: M/T/W/TH 2:30-3:

8. COURSE MEETING TIME & LOCATION:

Meeting day & time: Online

9. CATALOG DESCRIPTION:

A comprehensive study of the concepts, procedures, and fundamental processes of project management for profit and not-for-profit businesses. The primary objective of this course is to examine the role of a project manager and develop skills of problem solving, project definition, and environmental considerations. Course also focuses on identifying and quantifying problems and developing appropriate solutions.

10. PREREQUISITE:

None

11. REQUIRED TEXTBOOK AND RESOURCE MATERIAL:

| BOOK | AUTHOR | ED | YEAR | PUBLISHER | ISBN# | UPDATED |
|---------------------------|---------|------------------|------|-----------|-----------------|---------|
| <u>Project Management</u> | Kerzner | 12 th | 2013 | Wiley | 9781-11916-5354 | 4/24/17 |

12. OPTIONAL MATERIALS

13. COURSE OUTCOMES AND COMPETENCIES:

- Describe and list the activities each stage in a project life cycle.
- Describe the differences between management and leadership.
- Analyze the characteristics of effective project teams.
- Identify and recommend methods of risk management.
- Apply common forms of cost estimation for project work, and perform activity duration estimation based on probabilistic estimating techniques.
- Apply critical chain to resolve project resource conflicts.
- Identify various constraints that cause difficulties in planning project.
- Discuss the nature of the control cycle and describe four key steps in a general product control model.
- Classify the main forms of project termination.

14. ATTENDANCE REQUIREMENTS:

As stated in the Wayland Catalog, students enrolled at one of the University's external campuses should make every effort to attend all class meetings. All absences must be explained to the instructor, who will then determine whether the omitted work may be made up. When a student reaches that number of absences considered by the instructor to be excessive, the instructor will so advise the student and file an unsatisfactory progress report with the campus executive director. Any student who misses 25 percent or more of the regularly scheduled class meetings may receive a grade of F in the course. Additional attendance policies for each course, as defined by the instructor in the course syllabus, are considered a part of the University's attendance policy.

15. STATEMENT ON PLAGIARISM & ACADEMIC DISHONESTY:

Wayland Baptist University observes a zero tolerance policy regarding academic dishonesty. Per university policy as described in the academic catalog, all cases of academic dishonesty will be reported and second offenses will result in suspension from the university.

16. DISABILITY STATEMENT:

In compliance with the Americans with Disabilities Act of 1990 (ADA), it is the policy of Wayland Baptist University that no otherwise qualified person with a disability be excluded from participation in, be denied the benefits of, or be subject to discrimination under any educational program or activity in the university. The Coordinator of Counseling Services serves as the coordinator of students with a disability and should be contacted concerning

accommodation requests at (806) 291-3765. Documentation of a disability must accompany any request for accommodations.

17. COURSE REQUIREMENTS and GRADING CRITERIA:

- A. Textbook Problems – 20%
- B. Textbook Case Studies – 20%
- C. Discussions – 15%
- D. Mid Term Exams – 20% (Questions on Blackboard – Multiple Choice)
- E. Final Exams – 25% (Questions on Blackboard – Multiple Choice)

The letter grade will be based on the following:

90-100 = A

80-89 = B

70-79 = C

60-69 = D

59 and below = F

17.1 Include Grade Appeal Statement: “Students shall have protection through orderly procedures against prejudices or capricious academic evaluation. A student who believes that he or she has not been held to realistic academic standards, just evaluation procedures, or appropriate grading, may appeal the final grade given in the course by using the student grade appeal process described in the Academic Catalog. Appeals may not be made for advanced placement examinations or course bypass examinations. Appeals are limited to the final course grade, which may be upheld, raised, or lowered at any stage of the appeal process. Any recommendation to lower a course grade must be submitted through the Vice President of Academic Affairs/Faculty Assembly Grade Appeals Committee for review and approval. The Faculty Assembly Grade Appeals Committee may instruct that the course grade be upheld, raised, or lowered to a more proper evaluation.”

18. TENTATIVE SCHEDULE

| Week | Chapter Reading / Learning Outcomes (See Section 12) | Deliverables | Due Date |
|-------------------|---------------------------------------------------------|---------------------------------------------|----------|
| 1 | | #1 Case Study– Williams Machine Tool Co. | June 2 |
| May 28 – Jun 2 | Ch1: Project Management Overview | | |

a. Describe and list the activities each stage in a project life cycle

| Week | Chapter Reading / Learning Outcomes (See Section 12) | Deliverables | Due Date |
|----------------------|----------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------|----------|
| 2 Jun 3 – Jun 9 | Ch4: Organizing & Staffing Project Office and Team <i>c. Analyze the characteristics of effective project teams</i> | #1 Problems 4-1, 4-3, 4-4, 4-8, 4-12 | June 9 |
| 3 Jun 10 – Jun 16 | Ch5: Management Functions <i>b. Describe the differences between management and leadership.</i> | #2 Case Study– The Trophy Project <i>Group Project</i> | June 16 |
| 4 Jun 17 – Jun 23 | Ch6: Communications Management | #2 Problem 6-4; #3 Case Study – The Team Meeting | June 23 |
| 5 Jun 24 – Jun 30 | Ch9: The variables for Success <i>i. Classify the main forms of project termination</i> | #3 Problems 9-1, 9-2, 9-3 Mid Term Exam (Chapters 1, 4, 5, 6, 9) | June 30 |
| 6 Jul 1 – Jul 7 | Ch11: Planning <i>g. Identify various constraints that cause difficulties in planning project.</i> | #4 Problem 11-3; 11-4 | July 7 |
| 7 | Ch12: Network Scheduling | #5 Problems 12-6, 12-9 | July 14 |

| Week | Chapter Reading / Learning Outcomes (See Section 12) | Deliverables | Due Date |
|----------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------|----------|
| Jul 8 – Jul 14 | <i>f. Apply critical chain to resolve project resource conflicts</i> | #4 Case Study – The invisible sponsor | |
| 8 Jul 15 – Jul 21 | Ch13: Pricing and Estimating <i>e. Apply common forms of cost estimation for project work, and perform activity duration estimation based on probabilistic estimating techniques</i> | #5 Case Study – The estimating problem **** (See below for case questions) | July 21 |
| 9 Jul 22 – Jul 28 | Ch14: Cost Control <i>h. Discuss the nature of the control cycle and describe four key steps in a general product control model.</i> | | July 28 |
| 10 Jul 29 – Aug 4 | Ch15: Metrics <i>h. Discuss the nature of the control cycle and describe four key steps in a general product control model.</i> | Course Evaluation | Aug 4 |
| 11 | Ch17: Risk Management | Final Exam (Chapters 11, 12, 13, 14, 15, 17) | Aug 11 |

| Week | Chapter Reading / Learning Outcomes (See Section 12) | Deliverables | Due Date |
|-------------------|--------------------------------------------------------------|--------------|----------|
| Aug 5 – Aug 11 | <i>d. Identify and recommend methods of risk management.</i> | | |

***** Case questions for Chapter 13.** Do not do the case questions in the text. Instead – do these:

1. Comment on the situation outlined in the case from a project management perspective
2. What do you think are the core issues involved?
3. How would you resolve the current situation, and also fundamentally resolve for the future?

19. ADDITIONAL INFORMATION

- The *course schedule is tentative* and may be changed during the term as events warrant. Students are responsible for any schedule changes made through announcements or WBU emails.
- Always use your Wayland email and add “MGMT 5340 “ in the subject line as well as “your first name, last name and students ID” in the email when communicating with me.