



**Virtual CAMPUS  
SCHOOL OF BUSINESS**

**SYLLABUS**

1. **Mission Statement:** Wayland Baptist University exists to educate students in an academically challenging, learning-focused and distinctively Christian environment for professional success and service to God and humankind.
2. **Course:** MGMT 6302 vc01 – Project Design in Management
3. **Term:** Summer 2016
4. **Instructor:** Dr. Charles Starnes
5. **Office Phone and Email:** Contact Dr. Starnes as follows:

Office 806-291-1027  
Email [starnesc@wbu.edu](mailto:starnesc@wbu.edu)

Fax 806-291-1957  
Cell/Text 806-584-5011

6. **Office Hours:** Various, Nunn Business Bldg Room NBB 110, always available by email or phone.

*Open Door, Open Heart, Open Mind*

7. **Class Meeting Time and Location:** Online. **Check the “Assignments” Tab early each week. New assignments are generally posted on Saturday for the upcoming week.**

**IMPORTANT Notice:** This course is taught online through Wayland Baptist University's Virtual Campus. Be sure you have carefully considered your commitment to this form of instruction. Occasionally, unusual circumstances arise. I will be flexible and try to accommodate these circumstances, but it is incumbent on you to let me know ASAP so a solution can be found.

8. **Catalog Description:** Develop skills in designing research in the management area, including the research process, problem definition and hypothesis development, an overview of qualitative, quantitative, mixed research methods, and ethical issues in human research.
9. **Prerequisites:** None.
10. **Required Textbook and Resources:**
  - a. “Contemporary Project Management,” 3e, Kloppenborg, 2015, Cengage ISBN 978-1-285-43335-6
  - b. Wayland Baptist University Institutional Review Board Policies and Procedures Manual 2013 (posted online)
11. **Optional Materials:**
  - a. “Project Management Book of Knowledge (PMBOK Guide),” 5e, 2013, Project Management Institute, ISBN 978-1-935-58967-9
  - b. “Business Model Generation,” Osterwalder & Pigneur, 2010, Wiley ISBN 978-0-470-87641-1
  - c. Microsoft Project software. Note: This is expensive (\$400+). Do not buy it unless you really want to. You will learn about this software and have plenty of examples in the required textbook.
12. **Course Outcome Competencies:** Upon completion of this course the student should be able to apply Christian principles and ethics to formulate sound business and organization decisions and strategies through the use of modern business theory and best practices to
  - a. Design an appropriate research methodology

- b. Determine appropriate quantitative, qualitative, and mixed methods approaches
  - c. Develop and execute a project management process
  - d. Identify and exploit data sources
  - e. Compile reports in academic and business formats
  - f. Manage research with human subjects in an ethical and responsible way, with due consideration of special markets such as children, the elderly, and research in global settings.
- 13. Attendance Requirements:** The University expects students to actively participate in the online course. There are no scheduled class meetings. All information pertaining to this course is on Blackboard. The Blackboard software effectively measures participation. Logging in, submitting assignments, completing examinations, and participating in the discussion board constitute your attendance record.
- a. Online participation is required for course completion. Regularly accessing the course each week is expected. Students must discuss with me alternatives for course completion if expected course participation cannot be met.
  - b. You should plan to spend at least 6-10+ hours per week reviewing material, completing assignments, participating in the discussion board, and researching issues through library and other sources.
  - c. **Deadlines and Due Dates.** Whoever said, "Stuff Happens" was right. Many of you will be caught up in unforeseen circumstances (like hurricanes or maneuvers or TDY or business trips or medical emergencies or computer crashes or . . .). Assignment due dates will be clearly identified. The new week begins on Sunday. Extensions to deadlines may be necessary, and you'll be informed in those instances. I design the course for flexibility. Please let me know when I could help you meet my primary goal ("For each of you to satisfactorily complete the course.") with an application of flexibility. I'll work with you as much as possible so that your unforeseen circumstances don't interfere with that goal. **There are only a few hard deadlines. I will make sure these are clearly presented in the assignment instructions.** The course ends at midnight Saturday of Week 11, and all work must be completed by the end of course. Thank you for keeping me informed about storms, trips, and military camp outs.

*"Catch Up, Keep Up, Get Ahead"*

- 14. Statement on Plagiarism and 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.
- 15. 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."
- 16. Course Requirements and Grading Criteria (Grades per WBU standard, see Academic Catalog): Check the Assignments Tab early each week – course is updated on Saturday for the upcoming week's assignments. Grade Computation:**
- $$\text{Final Score} = 0.2 * \text{DBF} + 0.6 * \text{Case Analysis} + 0.2 * \text{Final}$$
- a. **Exam (20%):** One short exam at end of course to assess your general knowledge.
  - b. **Discussion Board Forum (DBF) (20%).** The Discussion Board Forum is where the students engage the material. This is the part of the course where your understanding of theory and practice will be developed and reinforced. It is, perhaps, the most important part of the course. Each week I will post several challenging cases or questions on the DBF for your comments.
    - 1. You **must make at least 3 substantive contributions per week** to the discussion. Respond to some or all of the starter questions or other responses to make at least 3 total posts for the week. Hint: More is usually better. You can either support or refute

the observations or hypothesis presented. You may provide examples or references to support or refute other students' contributions. You should guard any proprietary information neutralizing such information to prevent direct association with any individuals/organizations who may be adversely impacted. Please exercise civility in discussing the issues that may arise during the course.

2. Every student is expected to review all inputs to the DBF. You may critique or comment on any input (including those made by your instructor).
  3. The Discussion Board Forum grade is divided equally into two periods. Weeks 1-5 will be scored during Week 6, and Weeks 6-10 will be scored in Week 11. The average will be the DBF grade.
- c. Case Analysis (60%).** Cases will be assigned to your group to analyze. A case analysis guide is available on Blackboard.

Note: 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 Executive Vice President/Provost to the 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.

**17. Tentative Schedule: Check the “Assignments” Tab weekly.**

| Week | Dates          | Chapters                   | Topics                                                                                     |
|------|----------------|----------------------------|--------------------------------------------------------------------------------------------|
| 1    | May 23-29      | CPM <sup>(1)</sup> 1, 2, 3 | Introduction, Project selection and prioritization, Organizational capability              |
| 2    | May 30 – Jun 4 | CPM 4, 5                   | Chartering projects, Stakeholder analysis and communication planning                       |
| 3    | Jun 5-11       | CPM 6, 7                   | Scope planning, Scheduling projects                                                        |
| 4    | Jun 12-18      | CPM 8, 9                   | Resourcing projects, Budgeting projects                                                    |
| 5    | Jun 19-25      | CPM 10, 11                 | Project Risk Planning, Project Quality planning and kickoff                                |
| 6    | Jun 26 – Jul 2 | CPM 12, 13                 | Project supply chain management, Leading and managing project teams                        |
| 7    | Jul 3-9        | CPM 14, 15                 | Determining project progress and results, finishing the project and realizing the benefits |
| 8    | Jul 10-16      | Case Analysis              | To be provided                                                                             |
| 9    | Jul 17-23      | Case Analysis              | To be provided                                                                             |
| 10   | Jul 24-30      | Case Analysis              | To be provided                                                                             |
| 11   | Jul 31 – Aug 6 | Case Analysis & Final Exam | To be provided                                                                             |

Notes:

(1) CPM = Contemporary Project Management.

**18. Additional Information:**

- a. My goal is for each of you to satisfactorily complete the course. This will take a concentrated effort by each of us. Please contact me early if anything occurs that might jeopardize reaching this goal. We can usually work out a solution.
- b. Learning in graduate school is a collaborative effort. I can learn from you just as I hope you can learn from me. Also, you'll find that your learning is directly related to your own effort. Let's see what we can do together. Remember, "*Nec scire fas est omnia,*" "*Wer viel weiss hat viel zu sorgen!*" and "*Iniquum petas ut æquum feras.*"
- c. 2Kings 22:1-7. King Josiah and paying for the restoration of the Temple. "Give the money to the workmen. . . . But no accounting shall be asked from them for the money which is delivered into their hand, for they deal honestly."
- d. "It's better to have a plan you can change than to have no plan at all." – C.W. Mayer, Jr., Commanding Officer, USS Simon Bolivar SSBN 641
- e. May God bless each of you!