

Linn-Benton Community College
CS244 – Systems Analysis and Project Management
Winter 2019 - Ziko Rizk

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| Email: rizkz@linnbenton.edu | Class Room: MKH-105 |
| Office: MKH-110 | Class Day/Time: TH @ 1:00 pm |
| Phone: 541-715-4273 | Office Hours: T/TH @ noon |

Course Objectives:

Information is traveling faster and being shared by more individuals than ever before. Although project management has been an established field for many years, managing information technology requires ideas and information that go beyond standard project management. By weaving together theory and practice, this course presents an understandable, integrated view of the many concepts, skills, tools, and techniques involved in project management. Because the project management field and the technology industry change rapidly, you cannot assume that what worked even five years ago is still the best approach today. This course provides up-to-date information on how good project management and effective use of software can help you both manage projects, especially information technology projects, and be an effective project team member.

Prerequisite:

CS160 – Orientation to Computer Science or Instructor Approval.

Text Books:

Project Management by Adrienne Watt. This is an Open Education Resource (OER) textbook – free. The PDF file is in week-0.

Learner Outcomes:

- 1) Summarize the need and benefits of structured Project Management.
- 2) Define Project, Program, and Portfolio and how they fit within an organization.
- 3) Explain the Project Management Process Groups and their interdependencies.
- 4) Explain the Project Management Knowledge Areas and their relationship to the Process Groups.
- 5) Summarize key concepts for managing people and building effective teams.
- 6) Apply learned project management principals and techniques to class project.

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Grades Table:

| Quizzes/Assignments/Exams | Weight | |
|--|---|------------------------|
| 10 Quizzes – drop lowest quiz. | 20% | |
| 10 Assignments – drop lowest assignment. | 20% | |
| 4 Forums/Class-Discussions. | 10% | |
| Midterm Exam | 10% | |
| Final Team Project | 20% | |
| Participation (2% points for each day missed). | 20% | |
| TOTAL | 100% | |
| Grades: | A: 90-100% B: 80-89% C: 70-79% D: 60-69% F: < 60% | P: >= 70% NP: < 70% |

Instructor and Student Responsibilities:

| Instructor Responsibilities | Student Responsibilities |
|---|--|
| I commit to starting all classes on time. | You agree to attend all classes and to comply with college code of conduct. |
| I commit to showing up to class prepared. | You agree to actively participate in class discussions and exercises. |
| I commit to balancing class time between lecture and hands-on exercises. | You agree to spend an average of 4 hours per week on readings and assignments outside of class (see Moodle for details). |
| I commit to holding published office hours. | You agree to complete all readings and course assignments on time (due on Sunday night). |
| I commit to responding to your email within 24 hours (no voice mail please). | You agree to collaborate professionally with fellow students on the class project. |
| I commit to grading assignments within 3 days (after due date). | |
| If I'm unable to come to a class, I commit to doing my best to find a substitute instructor while keeping you up-to-date. | |

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Academic Honesty:

Helping, or being helped by, another student during an exam will be considered a breach of academic honesty and is grounds for receiving a zero grade and/or failing the course among other possible remedies.

Classroom Conduct:

- 1) Please silence cell phones and do not use during class.
- 2) Please do not bring other electronic devices to class including laptops, iPods, iPads, etc.
- 3) No food or drink in the classroom.
- 4) Please respect the learning environment of others and keep distractions to a minimum.

LBCC Center for Accessibility Resources:

Students who may need accommodations due to documented disabilities, or who have medical information which the instructor should know, or who need special arrangements in an emergency, should speak with the instructor during the first week of class. If you believe you may need accommodations, but are not yet registered with CFAR, please go to <http://linnbenton.edu/cfar> for steps on how to apply for services or call 541-917-4789.

LBCC Comprehensive Statement of Nondiscrimination:

LBCC prohibits unlawful discrimination based on race, color, religion, ethnicity, use of native language, national origin, sex, sexual orientation, gender, gender identity, marital status, disability, veteran status, age, or any other status protected under applicable federal, state, or local laws. For further information see Board Policy P1015 in our [Board Policies and Administrative Rules](#). Title II, IX, & Section 504: Scott Rolen, CC-108, 541-917-4425; Lynne Cox, T-107B, 541-917-4806, LBCC, Albany, Oregon. To report: linnbenton-advocate.symplicity.com/public-report.

LBCC Statement of Inclusion:

The LBCC community is enriched by diversity. Each individual has worth and makes contributions to create that diversity at the college. Everyone has the right to think, learn, and work together in an environment of respect, tolerance, and goodwill (related to Board Policy #1015).

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| Week | Activity | Due |
|------------------|---|-------------------------|
| Week-1 Jan 7 | <ul style="list-style-type: none"> ➤ Welcome, course scope, set clear expectations, and introductions. ➤ Week-1 scope = Chapter-1 (Project Management: Past and Present) and Chapter-2 (Project Management Overview). ➤ Week-1 quiz ➤ Week-1 assignment | Jan 13 @ 11:55 pm |
| Week-2 Jan 14 | <ul style="list-style-type: none"> ➤ Week-2 scope = Chapter-3 (The Project Life Cycle) and Chapter-4 (Framework for Project Management). ➤ Week-2 quiz ➤ Week-2 assignment ➤ Week-2 class Discussion (What is the difference between a project and product life cycles? Give at least one well known example of each.) | Jan 20 @ 11:55 pm |
| Week-3 Jan 21 | <p style="text-align: center;">*** Monday, Jan 21 is MLK Day = Holiday ***</p> <ul style="list-style-type: none"> ➤ Week-3 scope = Chapter-5 (Stakeholder Management) and Chapter-6 (Culture and project Management). ➤ Week-3 quiz ➤ Week-3 assignment <p>NOTE: Project Teams formed.</p> | Jan 27 @ 11:55 pm |
| Week-4 Jan 28 | <ul style="list-style-type: none"> ➤ Week-4 scope = Chapter-7 (Project Initiation) and Chapter-8 (Overview of Project Planning). ➤ Week-4 quiz ➤ Week-4 Assignment ➤ Week-4 class discussion (Should financial analysis be performed during project selection process? If so, why? How accurate are these financial analysis?) | Feb 3 @ 11:55 pm |
| Week-5 Feb 4 | <ul style="list-style-type: none"> ➤ Week-5 scope = Chapter-9 (Scope Planning) and Chapter-10 (Project Schedule Planning). ➤ Week-5 quiz ➤ Week-5 assignment | Feb 10 @ 11:55 pm |
| Week-6 Feb 11 | <ul style="list-style-type: none"> ➤ Midterm Exam (must be in class) ➤ Week-6 scope = Chapter-11 (Resource Planning). ➤ Week-6 quiz ➤ Week-6 assignment ➤ Week-6 class discussion (Why is project planning so important and what are the Knowledge Areas PMs plan for?) | Feb 17 @ 11:55 pm |
| Week-7 | *** Monday, Feb 18 is Presidents Day = Holiday *** | Feb 24 |

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| Feb 18 | <ul style="list-style-type: none"> ➤ Week-7 scope = Chapter-12 (Budget Planning). ➤ Week-7 quiz ➤ Week-7 assignment | @ 11:55 pm |
| Week-8 Feb 25 | <ul style="list-style-type: none"> ➤ Week-8 scope = Chapter-14 (Quality Planning). ➤ Week-8 quiz ➤ Week-8 assignment ➤ Week-8 class discussion (Explain what is the Tipple Constraint and where does Quality fits into that triangle?) | Mar 3 @ 11:55 pm |
| Week-9 Mar 4 | <ul style="list-style-type: none"> ➤ Week-9 scope = Chapter-15 (Communication Planning) and Chapter-16 (Risk Management Planning). ➤ Week-9 quiz ➤ Week-9 assignment | Mar 10 @ 11:55 pm |
| Week-10 Mar 11 | <ul style="list-style-type: none"> ➤ Week-10 scope = Chapter-17 (Project Implementation Overview), Chapter-18 (Project Completion), and Chapter-19 (Celebrate!). ➤ Week-10 quiz ➤ Week-10 assignment ➤ Project teams' artifacts <ul style="list-style-type: none"> ➤ Only one team member to submit | Mar 17 @ 11:55 pm |
| Week-11 Mar 18 | <ul style="list-style-type: none"> ➤ Team Presentations - on Tues, Mar 19 @ 2:30 pm (must be in class!) ➤ NOTE: No Final Exam. | |