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Course Title:  **IT Project Management**

Course Code: **IS- 412**

Resource Person: -**Usman Khalid**

Department: **IS**

**HSM Vision**

HSM envisions its success in the sustainable contribution that it will make to the industry, academia and research in public and private sector. HSM will lead by providing professionally competent and ethically conscious human resources engaged in the global and local context to foster socio-economic growth and sustainability for the society. HSM envisages having faculty with high research potential and a deep desire for cutting edge research including collaboration with national and international partners.

**HSM Mission**

Being a research-oriented and student-centric business school, we emphasize research publications in impact journals as well as state-of -the-art learning methodologies.  We will prepare our students to become the future ethical business leaders and the guiding post for the society, while equipping them with the knowledge and skills required by world-class professionals.  We will be the leading choice for organizations seeking highly talented human resource. HSM will foster internationalization with key stakeholders and actively work to exchange best practices with business schools across Pakistan through collaborations, workshops, conferences and other means.

**Program Objectives**

**Course Objectives**

Project management (PM) in IT comprises of project management methodology, the project life cycle and a variety of tools to make the students aware on how to cope up with new project challenges in a constantly changing world. This course may also be considered a preparatory course for Project Management Professionals (PMP) if they wish to pursue a career in this field

**Learning Objectives**

1. Develop the knowledge and learning related to project management foundations, lifecycle, and management of processes such as project teams and communication
2. Develop the skills and understanding of the management of processes and activities involved in project initiation and planning
3. Develop the skills and understanding of the management of processes and activities involved in project execution, control and closure

**Learning Outcomes**

1. Students will learn about the relationship between Information Technology and its impacts on developing projects
2. Students will understand how projects and inititated and planned and how systems influence each step
3. Students will understand the steps after a project has been started and how the y can be made better after using systems.

**Teaching Methodology (List methodologies used –example are given below)**

Interactive Classes

Case based teaching

Class activities

Applied Projects

Experiential Learning

**STUDENTS ARE REQUIRED TO READ AND UNDERSTAND ALL ITEMS OUTLINED IN THE PARTICIPANT HANDBOOK**

**Class Policy:-**

* Be On Time

You need to be at class at the assigned time. After 10 minutes past the assigned time, you will be marked absent.

* Mobile Policy

**TURN OFF YOUR MOBILE PHONE!** It is unprofessional to be texting or otherwise.

* Email Policy

**READ YOUR EMAILS!** You are responsible if you miss a deadline because you did not read your email.

Participants should regularly check their university emails accounts regularly and respond accordingly.

* Class Attendance Policy

A minimum of 80% attendance is required for a participant to be eligible to sit in the final examination. Being sick and going to weddings are absences and will not be counted as present. You have the opportunity to use 6 absences out of 30 classes. Participants with less than 80% of attendance in a course will be given grade ‘F’ (Fail) and will not be allowed to take end term exams. International students who will be leaving for visa during semester should not use any days off except for visa trip. Otherwise they could reach short attendance.

* Withdraw Policy

Students may withdraw from a course till the end of the 12th week of the semester. Consequently, grade W will be awarded to the student which shall have no impact on the calculation of the GPA of the student.A Student withdrawing after the 12th week shall be automatically awarded “F” grade which shall count in the GPA.

* Moodle

UMT –LMS (Moodle) is an Open Source Course Management System (CMS), also known as a learning Management System (LMS). Participants should regularly visit the course website on MOODLE Course Management system, and fully benefit from its capabilities. If you are facing any problem using moodle, visit <http://oit.umt.edu.pk/moodle>. For further query send your queries to [moodle@umt.edu.pk](mailto:moodle@umt.edu.pk)

* Harassment Policy

Sexual or any other harassment is prohibited and is constituted as punishable offence. Sexual or any other harassment of any participant will not be tolerated. All actions categorized as sexual or any other harassment when done physically or verbally would also be considered as sexual harassment when done using electronic media such as computers, mobiles, internet, emails etc.

* Use of Unfair Means/Honesty Policy

Any participant found using unfair means or assisting another participant during a class test/quiz, assignments or examination would be liable to disciplinary action.

* Plagiarism Policy  
    
  All students are required to attach a “Turnitin” report on every assignment, big or small. Any student who attempts to bypass “Turnitin” will receive “F” grade which will count towards the CGPA. The participants submit the plagiarism report to the resource person with every assignment, report, project, thesis etc. If student attempts to cheat “Turnitin”, he/she will receive a second “F” that will count towards the CGPA. There are special rules on plagiarism for final reports etc. all outlined in your handbook.
* Communication of Results

The results of quizzes, midterms and assignments are communicated to the participants during the semester and answer books are returned to them. It is the responsibility of the course instructor to keep the participants informed about his/her progress during the semester. The course instructor will inform a participant at least one week before the final examination related to his or her performance in the course.

**Course Outline**

Course code **IS- 412**.. Course title **IT Project Management**

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| --- | --- |
| Program | BBIS |
| Credit Hours | 3 |
| Duration | 15 week |
| Prerequisites (If any) |  |
| Resource Person  Name and Email | Usman Khalid |
| Counseling Timing  (Room# ) | **Monday:** 4:00 – 6:30  **Tuesday:** 12:00 – 2:00  **Friday:** 12:00 – 2:00 |
| Contact no. | 0331-4773534 |
| Web Links:- (Face book, Linked In, Google Groups, Other platforms) | www.facebook.com/usmankhalid |

**Chairman/Director Programme signature………………………………….Date……………………..**

**Dean’s signature…………………………… ………………….Date………………………………………….**

**Grade Evaluation Criteria**

Following is the criteria for the distribution of marks to evaluate final grade in a semester.

**Marks Evaluation Marks in percentage**

Mid-Term 20%

Final exam 35%

Class Participation 10%

Project & Presentation 15%

Quizzes 10%

Assignments 10%

**Total 100%**

**Recommended Text Books:**

**Information Systems Project Management: A Process and Team Approach**, Fuller, M., Valacich, J., and George, J., Pearson Education, New Jersey, 2008

**Reference Books:**

**Course: ----- -Course code: ------- ------------Book: ----------------------------------------------------------------------------------------------**

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| --- | --- | --- | --- | --- | --- | --- |
| **No** | **Topics to be**  **covered in the course** | **Learning Objective**  **of this topic** | **Expected Outcomes from Students** | **Teaching Method** | **Assessment Criteria** | **Deadlines and Homework** |
| 1 | Introduction, general information and key terms of the subject. | Understanding project management and it’s need in today’s world. Job opportunities and career prospects of the program will be discussed. |  | Presentation / White Board | Assign. / Quiz / Surprise Questions |  |
| 2 | Project failure and complexities | Recognize how some projects are doomed. Understand the complexities regarding different stages of project management. |  | Presentation / White Board | Assign. / Quiz / Surprise Questions. |  |
| 3 | Project Management Life Cycle | Have an overview of Project Management foundations, Project Initiation and Planning and Project initiation and control. |  | Presentation / White Board | Assign. / Quiz / Surprise Questions |  |
| 4 | Managing project teams | Learn about project team development, theories of motivation, conflict resolution and managing global teams. |  | Presentation / White Board | Assign. / Quiz / Surprise Questions |  |
| 5 | Managing Project Communcation | Define communication and its types. Talk about the abilities of an effective communicator. |  | Presentation / White Board | Assign. / Quiz / Surprise Questions |  |
| 6 | Managing Project Scope | Understand Project scope, 5 process phases of PM, feasibility of the project and scope creep. |  | Presentation / White Board | Assign. / Quiz / Surprise Questions |  |
| 7 | Managing Project Scheduling | Understand the steps involved in scheduling, product break-down structure, |  | Presentation / White Board | Assign. / Quiz / Surprise Questions  **A final project will be assigned to students at this point. This project will be due in second last week of the semester.** |  |
| 8 | Managing Project Resources | Understand how, when and where to allocate capital and labor. |  | Presentation / White Board | Assign. / Quiz / Surprise Questions |  |
| 9 | Managing Project Quality | Understand how all project related tasks and activities can be made effective and efficient |  | Presentation / White Board | Assign. / Quiz / Surprise Questions |  |
| 10 | Managing Project Risk | Understand how unforeseen activities that effect the project can be managed |  | Presentation / White Board | Assign. / Quiz / Surprise Questions |  |
| 11 | Managing Project Procurement | Understand activities related to procurement of products and services from outside the project team |  | Presentation / White Board | Assign. / Quiz / Surprise Questions |  |
| 12 | Managing Project Execution | Understand on how to deliver during or at the end of the project |  | Presentation / White Board | Assign. / Quiz / Surprise Questions |  |
| 13 | Managing Project Control and Closure | Understand how projects are closed after the deliverable has been provided |  | Presentation / White Board | Assign. / Quiz / Surprise Questions |  |
| 14 | Final project presentation | Final project presentation |  | Presentation | Assign. / Quiz / Surprise Questions |  |
| 15 | Revision and final exam exercise |  |  | Presentation / White Board |  |  |